



Board of Trustees Monthly Meeting

Date: October 20, 2022

Location: Library Community Room and Zoom

Trustees Attending in person:

Caitie Hilverman (President), Julia Black (Vice President), Dani French (Secretary), Elizabeth Dickey, Maddie Meehan, Ryan Kelly, Bill Stenehjem, Gary Sheffer, Linda Friedner, Carol Pledger

Trustees Attending via videoconference: Jessica Almeleh-Frazer, Crystal Jeffs

Excused: Richard Garmise, Kris Weiss, Charlie Wittingham, Michael Grisham

Absent: Mark Orton, Kimberly Erwin

Staff Attending: Emily Chameides (Director)

Others Attending: Janet Schnitzer, Janet Miller

Meeting was called to order by Caitie Hilverman at 6:06 pm with no physical quorum. Carol Pledger, from Zoom, agreed to head to the library so we can vote.

Reports

President's Report: Caitie Hilverman

- Discussed the Open Meeting Law, and implications of the governor rescinding the COVID State of Emergency:
 - We're required to connect publicly available spaces. If someone is Zooming in from a location, we must post in advance that it's an available venue.
 - People can Zoom in in extenuating circumstances such as disability or needing to provide childcare (travel is not an extenuating circumstance).
 - We need at least 10 bodies in a room to make quorum. People who can attend in person need to.
 - Liz asked about the technical burden on the people who are meeting in person. Caitie prefers in-person meetings because it puts the onus on us to attend, and takes the burden of dialing in off of people who are ill.
 - We're looking into getting a sitter to watch children during Board meetings.
 - Our current Board responsibilities guidelines mention that you can be removed from the Board for "excessive" absences, but no hard number is given.

Carol arrived at 6:14.

A motion to approve the September minutes was made by Liz Dickey and seconded by Maddie Meehan. Vote to approve minutes was unanimous.

Treasurer's Report: Michael Grisham (Updates given by Emily in his absence)

- Through September, we collected 80% of our annual budgeted operating income and spent 67% of our budgeted operating expenses.
- Total Receipts were \$21,905 for the month.
- Expenses were \$51,834 for the month.
- Nothing unusual to report—we bought a used flat file for the history room which was \$2,000 (much less than expected)
- Maddie asked if the Ghostly Gallop sponsorship checks are counted in this report. Emily said that it accounts for the September checks.

A motion was made to approve the Treasurer's Report by Gary Scheffer and seconded by Carol Pledger. Vote to approve the report was unanimous.

A motion was made to approve the Profit & Loss Statement by Dani French and seconded by Maddie Meehan. Vote to approve the report was unanimous.

Director's Report: Emily Chameides

- Emily hasn't been able to follow up with Americorps about their lack of program participants, but Senior Services Employment Program reached out about placing employees in the library.
- Marie O'Tool is returning to work in the History Room.
- Oral History Collections launched this month—We're starting to do more social media posts and press releases.
- Exploring the possibility of E-rate filing. Involves adding internet filters to all the computers. The library system supports this and it would help us get funding for internet connection. There are concerns about slight access issues, but there are workarounds. Currently weighing the cost of filters against the potential benefits.
- CCLA's new website live—it has info about shared resources and programming.
- Winter coats and gloves are being collected in the library.
- Mid-Hudson Library's annual meeting is tomorrow. The keynote is on disaster preparedness.

Programming Committee: Liz Dickey and Maddie Meehan

- The Latinx festival was an excellent event. The Sanctuary Movement did a wonderful job facilitating
 - Did a lot of promotion for Bilingual Storytime and great connections were made in the community.
 - Supported 414 and Ghostly Gallop and created talking points to use with the community.
 - Tracy put together Ghostly Gallop bookmarks.

Board Development: Dani French

- We had our first retro meeting for the Gala a couple of weeks ago. The purpose of these is to document a standard operating procedure for our big events so we have a playbook for future years.
- Dani has been making a list of documents that need updating, as well as new ones that we should have. A committee meeting will be called once we get over the busy Ghostly Gallop/414 season.

Ghostly Gallop: Gary Sheffer

- We have 148 people registered to run, 31 of which are kids fun run registrants.
- We're on the path towards about 170, which is great (highest we've had is 178).
- Gary thanked everyone for their help
- Gary will put together a run-of-show for the race day. We can get into the school around 7am. Gary will be putting up signs.
- Gary hasn't been in touch with the Hudson Children's Book Festival yet about when they should arrive and bring the books.
- The Friends have given us coupons for 1 free book at the Book & Bake sale.
- We have a nice 5K giveaway- aluminum water bottles.
- Julia has raised almost 18,000K in sponsorship. Runners have raised over 5k in fundraising.

History Room: Gary Sheffer

- Thursday 6pm: Colonial NY as a model for the nation.
- Exhibitions on the wall: Winter scenes, Hudson history.
- Jan/Feb: Images from the Black collection
- Winter Walk: Brenda is going to look for space for us. Everyone keep a lookout for empty storefronts on Warren.

Marketing and Fundraising: Charlie Whittingham, Bill Stenehjem

414 updates from Charlie via Caitie:

- Campaign website is live: fundourlibraries.org. It just provides information—no “Vote Yes” content since it's linked from the library website.
- Everyone should get familiar with the funding facts.
 - The amount that goes to the library is 1% of all the taxes you pay.
 - Greenport agreed to double their contribution to the library from their own committee votes.
- Charlie is passing out lawn signs.
- First mailer went out on Friday.
- Next week: Friends are hosting a postcarding event at Half Moon on Wednesday night. Beer and pizza will be provided. 6 pm
- Virtual phone banking starts on the 25th.
- Information will be coming on how all of this will be carried out.
- Vote is 2 weeks from Tuesday. Plan to talk about this a lot and be super literate about it
- Remind people to turn the ballot over! It's easy to miss!
- We need a majority vote, and not a certain number of yeses.
- Make sure we're only giving out information at the Ghostly Gallop and not advocacy. Charlie can say a few words about the 414 while MCing the Gallop, but can't advocate
- Gary asked if promoting it too much will bring attention to people who are going to vote no, and asked if there's a plan to talk to the media about it. Caitie responded that a big part of the strategy is the reliance on community leaders in Hudson to publicly support it in terms of being featured in materials.
- Caitie and Linda started putting together a spreadsheet of contacts and who to reach out to for getting the petitions signed. Linda made the point that we just petitioned people to put it on the ballot, and this support petition is somewhat meaningless, so instead let's be targeted in who we're engaging with in the community. We're going to have folks sign up with 10 or so businesses or leaders they are associated with so we can reach out.

- Libby is making the social media posts
- Early voting starts on 10/29! Take a run and then go vote

Friends of the Hudson Area Library Report: Ryan Kelly

- We're all set up for the Book & Bake sale. All the books have been sorted. The 414 will be publicized there. Sale will be on the 4th, 5th, 6th of November.
- Happy National Friends of Libraries Week!
- Maddie suggested publicizing that the sale is cash only so folks are prepared.

New Business/Public Comments.

Janet Schnitzer thanked us for the card for her birthday.

Motion to adjourn was made at 7:03 pm by Liz Dickey and seconded by Julia Black. Vote to adjourn was passed unanimously.

Dani French, Oct. 20, 2022	November 17, 2022
Recording Secretary	Date of approval