



## Board of Trustees Monthly Meeting

**Date:** 06/15/2023

**Location:** Library Community Room

### **Trustees Attending in person:**

Caitie Hilverman (President), Dani French (Secretary), Michael Grisham (Treasurer), Jessica Almeleh-Frazer, Miranda Barry, Elizabeth Dickey, Kimberly Erwin, Linda Friedner, Richard Garmise, Maddie Meehan, Stephanie Royal, Kris Weiss, Sherry Jo Williams.

**Excused:** Julia Black, Wesley Brown, Crystal Jeffs, Ryan Kelly, Bill Stenehjem.

### **Absent:**

**Staff Attending:** Emily Chameides (Director)

**Others Attending:** Mark Orton

Meeting was called to order by Caitie Hilverman at 6:04pm. She welcomed trustees and guests.

*A motion to approve the May meeting minutes was made by Liz Dickey and seconded by Kris Weiss. Vote to approve minutes was unanimous.*

## **Reports**

### **President's Report: Caitie Hilverman**

- Lions of the Library
  - The Executive Committee has chosen the inaugural Lions of the Library honorees.
  - The honorees will get letters and phone calls informing them of the award and why they were selected. They'll get an invite to the Gala and will be encouraged to invite friends.
  - At the Gala, honorees will receive a lion statue and we're looking to put their pictures up somewhere in the venue.
  - There will be a newsletter, press release, social media announcing this award.

### 414 campaign

- We need 160 valid signatures officially, aiming for 200 to allow for some buffer.
- Caite noted that only 5 trustees (and seven non-trustee volunteers) participated in collecting signatures, and discussed having people be upfront about their ability to canvas so we can plan better in the future and not have to scramble
- Liz said she's open to more notes about how this is set up, perhaps forming a committee of people who are willing to canvas for the future.
- The very short timeline was noted. The deadline was set so we could vote on the signatures at the monthly meeting and not have to call a special meeting during a season when many people are on vacation.
- Miranda noted the effectiveness of appointing nights to go out and pairing folks with Greenport people.
- Liz noted we have a very Hudson-based board currently and we should recruit future members from

other areas.

- Stephanie noted that going door-to-door is not safe for all board members, and we should have other options for activation that don't involve going to a stranger's house.
- Michael said that we should send out a mailing to everyone who signed the petition to remind them to turn their ballot over, and gave us some strategy reminders.

### **Treasurer's Report: Michael Grisham**

- Through May, we collected 71% of our annual budgeted operating income and spent 32% of our budgeted operating expenses.
- Income
  - Total receipts were \$20,557 for the month.
  - Notable: In foundation grants, \$11,000 from Hudson River Bank and Trust
- Expenses
  - Total Expenses were \$53,982 for the month.

Kimberly asked about the cost of programs increasing from last May to this May. Emily pointed out that in-person programming has returned in full and they have a higher cost of operating.

Maddie noted the \$500 in SPOUTy merch sales and recommended year-round merch.

*A motion was made to approve the Treasurer's Report by Stephanie Royal and seconded by SJ Williams. Vote to approve the report was unanimous.*

*A motion was made to approve the Profit & Loss Statement by Miranda Barry and seconded by Stephanie Royal. Vote to approve the report was unanimous.*

### **Director's Report: Emily Chameides**

- Our fabulous intern Brianna is departing. She's been super helpful with inventory this spring. We wish her the best.
- It's the final month for the SPOUT exhibit. Check it out while you can! Next up is Operation Unite: Black and Brown Families of Hudson (photography exhibit).
- For the next hallway exhibit: We're going to print some of the children's art from the calendar and display it.
- Collection highlights
  - We're lending out blood pressure monitors courtesy of the American Heart Association (CMH helped connect us).
  - We received a donation of Bengali adult fiction from an individual donor. We have some grants in the works to expand our non-English collection.
    - Maddie asked if we could put Bengali/bilingual books on the Adopt-A-Book list. Emily said there are some on that list, and it would be helpful to match what hopefully comes through in the grants.
- Summer reading program
  - Tracy designed a pamphlet/calendar and reading log highlight programs and reading challenge for all ages
  - There is also a webpage with links to programs, reading challenges, and events.
  - Kim asked about the school's involvement with summer reading. They're not officially involved, but they help spread the word.
- The proposal for a lower signature requirement (25 signatures) for 414 initiatives passed the state senate

and assembly and needs to be signed by the governor. It may not be signed until fall.

- Trustees must complete 2 hours of trustee training per year. You should have received an email about signing in to Niche Academy. There are live trainings, most of which are online. Emily has a spreadsheet where she's keeping track of who has completed training. If you complete training through Niche, Emily will be alerted. If you attend an outside training, make sure you get a completion certificate and let Emily know or add the info to the spreadsheet.

### **Board Development: Dani French**

- We need to do some onboarding process documentation work and then schedule another meeting.
  - We're looking into adopting new onboarding practices to help acclimate new trustees to the board, and adopt a candidate scorecard to help fairly assess applicants if there are more candidates than available slots.
  - We'll definitely want to have this in place for March when some trustees' terms are up, but sooner is better since occasionally trustees have to leave before a term is over.
- Check-in on weekly trustee digest
  - Folks are finding the weekly email helpful. Some weeks are lighter on content than others.
  - Maddie suggested slowing it down to every other week during the summer, and ramping back up to weekly when the busy Gala/Ghostly Gallop season starts.

### **Programming Committee: Maddie Meehan**

- Drag Queen Story Hour and the Pride Parade were a resounding success! SJ organized the parade with OutHudson and is thinking about how to partner up with the library next year.
  - Thanks to Ryan, Julia, and Mark who helped make sure we were well-equipped for the parade.
- Summer reading
  - The Half Moon summer reading launch is on Tuesday, July 11.
  - Ailey II dance performance July 28.
  - We're working on getting donations for giveaway baskets. There are baskets for four different age groups: baby & toddler, middle grade, teen & tween, and adult.
  - Summer reading is a nationwide event that's a celebration of books and reading. Readers keep track of books read over a six-week period and are eligible for raffles and prizes. This year's theme is All Together Now.
  - Let your networks know about summer reading!

### **History Room: Richard Garmise**

- June 29: "Hoe woest de werelt" ["How Savage the World"]: The Role of Women in Leisler's Rebellion by David Voorhees
- Fairly good sales with SPOUT merch.
  - Discussion about the Spouty whale logo. The designer Richard Kraham still lives in the area and gave the History Room team his blessing to use the logo for library merch.
- Kelley Drahushek has done a couple of recent tours of Cedar Park Cemetery—including one for a bachelorette party. Donations from participants support the History Room.

### **Ghostly Gallop: Caitie on behalf of Ryan Kelly**

- The committee meeting is on Thursday, June 29 from 11am to 12pm. Location TBD.

### **Gala: Caitie on behalf of Julia Black**

- Look out for comms from Julia regarding the event and any action items.
- Emily noted that the old library lion statues were being 3d scanned presumably to make the awards

**Friends of the Hudson Area Library Report: Caitie on behalf of Ryan Kelly**

No Friends meeting since the last Trustee meeting, so there is no update. Their next meeting is June 21.

**414 Campaign: Liz Dickey**

- Thank you for the feedback on the 414 process and campaign communication.
- Liz presented a resolution for the Board to endorse the petitions and direct that the following question be voted on at the November 7, 2023 general election of the Town of Greenport: SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF GREENPORT FOR THE OPERATING BUDGET OF THE HUDSON AREA ASSOCIATION LIBRARY BE \$85,000 ANNUALLY?

*A motion to approve the Greenport 414 petition was made by Liz Dickey and seconded by Michael Grisham. Vote to approve was unanimous (13 in favor, 0 opposed, 0 abstained, 5 absent).*

**New Business/Public Comments.**

Mark Orton said he’s happy to see us plugging away, and is open to being helpful however he can be. He mentioned Michael’s earlier comments about the 414 effort strategy and said it was similar to the advice that Libby Post gave us ten years ago.

*Motion to adjourn was made at 6:54pm by Stephanie Royal and seconded by Kimberly Erwin. Vote to adjourn was passed unanimously.*

Dani French 6/15/23
<b>Recording Secretary</b>

7/20/23
<b>Date of approval</b>