



Board of Trustees Monthly Meeting

Date: 07/20/2023

Location: Library Community Room

Trustees Attending in person:

Caitie Hilverman (President), Julia Black (Vice President), Dani French (Secretary), Michael Grisham (Treasurer), Jessica Almeleh-Frazer, Miranda Barry, Wesley Brown, Elizabeth Dickey, Kimberly Erwin, Linda Friedner, Richard Garmise, Crystal Jeffs, Ryan Kelly, Maddie Meehan, Stephanie Royal, Bill Stenehjem, Kris Weiss, Sherry Jo Williams.

Excused:

Absent:

Staff Attending: Emily Chameides (Director)

Others Attending: Janet Schnitzer

Meeting was called to order by Caitie Hilverman at 6:00pm. She welcomed trustees and guests.

A motion to approve the June minutes was made by Stephanie Royal and seconded by SJ Williams. 16 votes to approve with 1 abstention (Crystal). Maddie arrived after the vote.

Reports

President's Report: Caitie Hilverman

- Caitie is back after a tonsillectomy and is catching up on meetings and correspondence.
- We're honoring Janet Schnitzer and Carl Whitbeck at the Gala with our new Lions of the Library Award. Caitie recognized Janet, a guest at the meeting, for her invaluable involvement with the library over the years (since she moved to Hudson in the '60s). She'll be honored with a glass lion statue at the Gala.
- Janet spoke of her attachment to the library that she just can't give up.

Treasurer's Report: Michael Grisham

- In June:
 - 72% of annual budgeted income collected
 - 41% of our annual budgeted expenses spent
 - Notable income: \$6,000 grant from the Children's Foundation. Miranda asked about the restriction on the Children's Foundation support. Emily clarified that it's restricted for children's materials, programs, and services.

A motion was made to approve the Treasurer's Report by Linda Friedner and seconded by Miranda Barry. Vote to approve the report was unanimous.

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

Director's Report: Emily Chameides

- Recent tour of the Mid-Hudson Library System by the Institute for Museum and Library Services, New York State Librarian, and the New York State Division of Library Development made a stop at our library as well as the Kingston Library and Mountain Top Library. The three libraries received positive feedback from the tour participants.
 - Kimberly asked them what impressed them at our library. Emily said they were interested in our Library of Local kiosk, our decorations, the Ecotopian Collection, and the general eye-catching space. They were particularly impressed by the origami hanging in the children's area and the distinct culture of each library.
- Received grant from the Ackerman Foundation to support the purchase of Spanish-language and bilingual English/Spanish reading materials for children ages birth to five, as well as the translation and printing of our library brochure in Spanish, and support for Spanish-language or bilingual English/Spanish programming.
- Through the Mid-Hudson Library system, we received:
 - a DEI grant to support the purchase of Spanish-language resources for all ages, as well as programming support for an onsite tour of the library and art activities in partnership with Olana and Columbia County Sanctuary Movement; and
 - an assistive equipment grant to support the purchase of a portable video magnifier for onsite use to help make text more readable for those with vision impairments..
- Blood Pressure monitors will be available to lend out soon. We're waiting for booklets to arrive which will accompany the equipment.
- Staff have had a challenging start to the summer, with some instances of people using the space who have significant mental health or other challenges. The staff has been doing a good job being sensitive and trying to provide support to those in need, and also making sure that the space is safe and welcoming. We had to file one police report due to minor damage to property, after reporting the damage to the landlord. We also brought in the Mobile Crisis Assessment Team for one visitor who was in need of support.
 - Caitie asked about de-escalation training for the staff. Emily confirmed that she's looking into it and calling some local mental health resources. Kris suggested Coarc as a possible resource.
- Summer Reading has kicked off with good response so far and Emily thanked everyone who helped out with and/or attended the Summer Reading Programs kickoff party.
- There was also a bat loose in the library one day. (Everyone is fine!)

Board Development: Dani French

- We're a small committee and could use at least to help review documentation and develop recruiting strategy.
 - New documentation includes revised onboarding process and candidate assessment sheet.
 - Crystal, SJ, Kimberly, and Stephanie volunteered to help
- Every trustee was asked to say what committee they were on so we made sure the directory was up-to-date.

Programming Committee: Maddie Meehan

- Summer Reading Program is underway.
 - The kickoff had 150 attendees and 80 new registrants for the summer reading program. There will be awesome baskets for the raffle.
- We recently had an outreach event at Bliss Towers and handed out 50 summer reading backpacks.
- There will be a committee meeting in the next couple of weeks.

History Room: Richard Garmise

- No meeting this month.
- Brenda is interested in distributing History Room merchandise into more stores. Richard asked for opinions on how to do this.
 - Richard suggested a pop-up shop Fri-Sat-Sun May-September staffed by volunteers with all the History Room merch. We could look for donated or shared space, a few hours a day.
 - Several folks volunteered to help with this effort. Good market for merch for people in Airbnbs.
 - Crystal suggested talking to the Hudson Development Corporation as a first step. Also mentioned that Hudson Ferry Company would love to partner with us in some way.
 - Stephanie recommended colocating with a QR code at a few highly trafficked areas so we don't have to staff a physical space.
- Committee is looking into expanding press and publicity for events
 - Kimberly asked if there's still a YouTube channel. Emily confirmed there's a library one, which includes a History Room playlist.
 - Kimberly recommended the Chamber of Commerce kiosk on Front Street.
- Committee is trying to figure out who has been utilizing the History Room this year to see who might be able to attend or contribute to the Gala.
- Archivists have moved ahead with some new photo collection archiving.

Ghostly Gallop: Crystal Jeffs, Ryan Kelly

- Committee met on June 29 to figure out general responsibilities and is going to meet 2x a month going forward.
- Registration site is live. We've spent time getting on running sites and Strava. Considering starting a low-key running club.
- Idea of an honorary runner: someone that used to be on the board who used to run the race.
- Same course this year. Next year, the vision is to change the course.
- Committee is figuring out how to connect with other Hudson Halloween events—for instance, flyers with a map of events that happen in Hudson on Halloween and inspire businesses to start new traditions.
- Website will be updated with the new registration information.
- Miranda mentioned that before the pandemic Gary did a run across the Rip and back as a way to drum up interest in the race.

414: Liz Dickey

- We got our signatures approved so the 414 proposal will be on the ballot in November!
- We're trying to figure out the best game plan for promoting the vote. Campaigning won't start until closer to election day. Direct mailings were helpful last year but not phone banking. We have a good sense of who will support the effort.

- Thinking of whether some small targeted Greenport fundraising events leading up to the campaign could be a good way to activate people.
- Janet asked if anything was being done at the Greenport playground. If there's a library reading hour there, parents would respond. October would be a good time because the weather will be cooler and it will be closer to the vote.
- Ryan mentioned that we should make sure that we're marking the Ghostly Gallop in Greenport.
- Crystal recommended Stockport Saturdays for library tabling and awareness.

Gala: Julia Black

- The Caboose won't be ready in time to be our Gala venue. Julia found a private space in Livingston that may or may not work out.
- The co-owner of the new Union Street Brewery will let us know if that space is available. Gala could potentially move to a Thursday if required by the brewery.
- Galvan now owns Helsinki, so Julia will reach out to the property manager.

Friends of the Hudson Area Library Report: Ryan Kelly

- Book and Bake Sale is September 8-10. Donate books in very good condition. Friends are looking into offering Square/credit card/PayPal options.
 - Crystal asked what "very good" looks like for donating books. Emily said that the regulations are on the website, but books should be clean and in gift-worthy condition (no liquid damage, stains, torn pages, etc). <https://hudsonarealibrary.org/mediadonations/>
- Julia Shield is planning to send out a letter to a mailing list of former and current Friends highlighting ways people can support and get involved.
- Next Friends meeting on August 16. We meet every other month.
- Emily noted that Julia is planning to send the Friends letter in February to make sure the Friends aren't interfering with Library fundraising efforts (Gala, Ghostly Gallop and Annual Appeal).

New Business/Public Comments.

None

Motion to adjourn was made at 6:59pm by Richard Garmise and seconded by Ryan Kelly. Vote to adjourn was passed unanimously.

Dani French, July 20, 2023
Recording Secretary

August 18, 2023
Date of approval