



Board of Trustees Monthly Meeting

Date: 09/21/2023

Location: Library Community Room

Trustees Attending in person:

Caitie Hilverman (President), Dani French (Secretary), Michael Grisham (Treasurer), Jessica Almeleh-Frazer, Miranda Barry, Elizabeth Dickey, Linda Friedner, Richard Garmise, Crystal Jeffs, Ryan Kelly, Bill Stenehjem, Sherry Jo Williams.

Excused: Wesley Brown, Stephanie Royal, Kimberly Erwin, Julia Black (Vice President), Maddie Meehan

Absent:

Staff Attending: Emily Chameides (Director)

Others Attending: Janet Schnitzer

Meeting was called to order by Caitie Hilverman at 6:02pm. She welcomed trustees and guests.

Janet, our Lion of the Library, thanked the board for the award and brought everyone library-themed macarons from MaeFlour Macarons.

A motion to approve the August 2023 minutes was made by Crystal Jeffs and seconded by Miranda Barry. Vote to approve minutes was unanimous.

Reports

President's Report: Caitie Hilverman

Thank you all for an amazing gala!

- Julia did a terrific job putting this together! She is stepping down as Gala chair after this year.
- We made around \$90,000 (initial number), but the number will likely increase as funds come in. This was our biggest gala yet for take-home funds.
- Union Street Brewing was a great location and easy to get to, so people came out in higher numbers than expected.

Some board updates:

- Bill's last meeting will be in October.
- Kris has stepped down from the board.
- Kimberly's second term ends in March, so we will have 3 open spots.
- We're going to do one recruiting and interviewing process for March.
- Caitie will step down as President in March and Dani is interested in taking over the role. We'll need a new Secretary.

Noise management policy in the works

- A new policy is being drafted to help ensure the library meets the needs of the whole community and

respects both the need for quiet and the natural loudness of small children. The idea is to establish “family friendly” hours where the noise tolerance is a bit higher. We’ll also help set expectations for other times.

- Linda asked if there is a designated quiet space in the library already and the Teen Room was mentioned. Emily said that the Teen Room is reserved for teens and tweens during out-of-school, but can be utilized by adults and families during in-school hours (for a quiet space or to engage in louder activities).
- Liz asked if we had a current policy. Emily noted that we only mention “reasonable quiet” as expected in our Patron Code of Conduct.
- Caitie mentioned installing a sound barrier around the children’s area. SJ asked if other libraries have this kind of space. Emily acknowledged that the open armory space and the high ceilings make it a challenge for sound management.
- Crystal asked what prompted this policy change. Caitie responded that there have been patron complaints on both sides of the noise issue (parents of small children and patrons seeking quiet).
- Caitie clarified that developing policies falls under the purview of the director, and the board approves them.

Treasurer’s Report: Michael Grisham

- Through August, we collected 81% of our annual budgeted operating income and spent 56% of our budgeted operating expenses.
- Total receipts were \$50,210 for the month.
- Notable income for August:
 - In Restricted Grants, \$3,000 from Berkshire Taconic for Early Literacy program
 - In Unrestricted Grants, total \$7,500.
 - We’ll have the total numbers for the Gala soon.
- Total Expenses were \$72,807 for the month.

A motion was made to approve the Treasurer’s Report by Linda Friedner and seconded by SJ. Vote to approve the report was unanimous.

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

Director’s Report: Emily Chameides

- We hit our budget goal this month for foundation grants.
- Shout out to the History Room team for Hudson and Its Whaling Roots—The community room was super full by 6pm and we were only 4 or 5 shy of hitting the legal capacity.
- CCLA kicked off Community Read for *The Boy Who Harnessed the Wind*. We’re doing shared events including a talk on wind energy, meet the author event, and film screening, as well as an onsite pinwheel craft and our nonfiction book club will discuss the book. Other libraries will have events as well. Publicity is starting to go out about this.
- Next month: Arte y Lugares Especiales program in partnership with Olana. This is a Spanish language program with an art activity and library tour.
- Art of the Circus exhibit going up in the main space and in the hallway.
- The photo club show will be the final exhibit in the library for the year. It’s a Fundraiser for the Friends of HAL. For every piece that sells, the artist gets a cut and the Friends get the rest. Their plan is to sell all photos for \$50 to help make it an accessible sale to more of the community.
- Annual meeting for MHLS is coming up on 10/27 at 8:30 in Hyde Park. It counts with a half hour credit toward required trustee education. Janet will be voted in for her second five-year term as a trustee for Columbia County.

- Staff training underway for the new MHLS public access catalog
- Shoutout to the staff for advocating to the director's association regarding adding a preferred name in addition to legal name option for library accounts. The current legal name requirement (without option for preferred name) makes it hard for us to respect how patrons want to be addressed.
- Trustee education requirement of two hours is due by December 31. There are lots of live opportunities coming up, as well as non-synchronous trainings accessible at your convenience.

Board Development: Dani French

- We met as a committee last month to talk about recruiting plans and the vacancies that Caitie discussed.
- We discussed having a Volunteer Night in conjunction with the Friends so that potential volunteers can find the opportunity that's right for them. We'll host an evening in the library early in the new year to give interested people a tour of the library and explain the mission of both the Friends and the Board.
- Dani met with Julia Shield last week and she loves the idea.
- Next step: Dani and Julia will write up an outline to discuss with the board development committee and the Friends.

Programming Committee

- The role of Programming Committee chair needs to be filled.
- Caitie emailed out Tracy's one-pager before the meeting. Highlights include:
 - Sweet Freedom Farm program next week
 - Art of the Circus exhibit
 - Fun pumpkin painting event with Ms. Kathy
- Some of the kids programs are coming back after a hiatus (Movement and Music, Bilingual Story Hour).
- Crystal asked if we could have a refresher on what this committee does. Caitie confirmed that she'll ask Maddie to write something up or talk about this at the next board meeting.

History Room: Richard Garmise

- We had 141 in attendance for the Whaling talk. It was recorded by Lance Wheeler.
- Upcoming programs:
 - Oct 5 talk by Heidi Hill, site manager of Schuyler Mansion.
 - Oct 28 Cemetery Tour at 12 noon by Kelley Drahushuk.
 - 2024 exhibit of the BLACC Collection
- History Room got a huge boost at the Gala
- Potential tabling at Basilica Farm & Flea on Thanksgiving weekend
 - Waiting on confirmation on whether or not they will waive their vendor fee for the library
- History Room will have a table at the Ghostly Gallop
- Winter Walk windows: Merchants don't know if they'll have a window open and available yet.
- Broader perspectives
 - We should consider an annual goal for the HR to accomplish every year from the committee
 - We might consider a marketing/publicity committee.
 - Caitie noted that this is the first year we haven't had a marketing & fundraising committee in favor of having targeted committees for events.
 - Hudson Hall film retrospective recently that was nearly sold out. Richard interested in connecting with James Ivory about participating in an interview and being a supporter of the HR and a potential LGBTQ+ collection.

Ghostly Gallop: Crystal Jeffs, Ryan Kelly

- The Gallop is a month away!
- \$7.5K has been committed and we have \$3.5k in the bank. Most of our support comes along closer to

the event.

- We have 44 registered runners and 7 teams.
- Return Brewery Running Club is working to use the event to get folks to sign up for the club, and will host an afterparty.
- Kimberly spoke to the new school Superintendent so we can reach out to the schools and go talk to the kids. The school is looking for a running coach.
- We're being creative with food and looking into food and coffee trucks. Bagel Tyme donated bagels. The books and costume contest will be the same as last year.
- We're looking into a cool hat as a giveaway, along with temporary tattoos for the kids and a neck gaiter for purchase.
- Marketing is out on library FB page and Instagram account
- NEVER FEAR, Ghostly Gary will be at the event!
- Board asks:
 - Please sign up to run! Join the board team, grab a friend and walk/run
 - All hands on deck for the day of the race!
 - Please get us some volunteers
- We're trying to connect with the Hudson Halloween team for cross promotion.

414: Liz Dickey

- We're doing more campaigning and marketing, targeting potential supporters in Greenport.
- We're sending 2 postcards in the next couple of weeks, staggered, to 1,100 people.
- The Friends are hosting a Sip & Sign night on October 12, Thursday, location TBD. We'll stamp, label, and sign as many of 2,200 postcards as we can.
- We'll have an informational pamphlet to give out at events.

Friends of the Hudson Area Library Report: Ryan Kelly

- Updates from the August meeting were given at the last board meeting.
- Friends had a special meeting yesterday to approve \$6,600 dollars for the 414 effort.
- Oct 18 is the next meeting.
- We had a successful Book & Bake Sale.

New Business/Public Comments.

- Janet asked Liz if there will be a presentation at a town board meeting.
 - Michael said it's been done and discussed already.
 - Clarified that the proposal will be on the back of the ballot with two other propositions. The 414 is known as Proposition 3.

Motion to adjourn was made at 6:55 pm by Richard Garmise and seconded by Ryan Kelly. Vote to adjourn was passed unanimously.

Dani French, 9/21/2023

Recording Secretary

10/19/2023

Date of approval