



Board of Trustees Monthly Meeting

Date: 11/16/2023

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 (arrived at 6:10pm), Wesley Brown, Elizabeth Dickey, Kimberly Erwin, Linda Friedner, Crystal Jeffs, Ryan Kelly, Maddie Meehan, Sherry Jo Williams.

Excused: Richard Garmise

Absent: Stephanie Royal

Staff Attending: Emily Chameides (Director)

Others Attending: Mark Orton

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

We began the meeting with celebrations and cookies!

- The 414 proposal in Greenport passed with 61% of the vote. We will now receive \$85,000 annually in public funds from Greenport.
- The Ghostly Gallop was a success despite the terrible weather. There was a huge turnout in both runners and sponsors.

A motion to approve the October minutes was made by Maddie Meehan and seconded by Julia Black. Vote to approve minutes was unanimous (except for Miranda, who arrived late).

Reports

President's Report: Caitie Hilverman

- Caitie has 3.5 months left of presidency and discussed the projects she is working on before then:
 - A refresh of the bylaws to include improvements that were identified in January. Caitie will send these edits around to the board so we can vote them in.
 - A Trustee Code of Conduct. This will be in addition to our Rules and Responsibilities document. Caitie is iterating on a boilerplate from MHLS.
 - A spending plan for the funds we've raised recently.
 - We asked about the cadence for reviewing and refreshing bylaws. Caitie clarified that it's something that can be done whenever a need is identified. For example, the attendance clause that was added earlier this year.
- The board voted on a resolution to override the tax cap. The resolution was read aloud to the board by Dani:

Whereas, the adoption of the 2024 budget for the Hudson Area Association Library requires a tax

levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Hudson Area Association Library voted and approved to exceed the tax levy limit for 2024 by at least the sixty percent of the board of trustees as required by state law on November 16, 2023.

A motion was made to pass the tax cap override resolution by Wesley Brown and seconded by Liz Dickey. Vote to approve the resolution was unanimous.

Treasurer's Report: Michael Grisham

Through October, we collected 103% of our annual budgeted operating income and spent 71% of our budgeted operating expenses.

Income

- Total Receipts were \$42,592 for the month.
- In Restricted Grants, \$6,000 from the Alexander & Marjorie Hover Foundation for the 2023 Tween/Teen Advisory Council
- In Fundraising, over \$12,000 in Ghostly Gallop sponsorships and fees (\$3,000 still outstanding)

Expenses

- Total Expenses were \$57,079 for the month.
- In Office and Library Supplies, \$2,850 for three public computers (purchased through the MHLS)

Kimberly asked what happens to the old computers. Emily responded that while we don't have an official policy, we try to see if they're sellable (parts or whole), otherwise they are recycled. The new computers are replacements for three that will be removed from the floor.

A motion was made to approve the Treasurer's Report by Kimberly Erwin and seconded by Wesley Brown. Vote to approve the report was unanimous.

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

Director's Report: Emily Chameides

- Emily is working on the budget for next year with the Finance Committee. The Executive Committee will also review the budget before bringing it to the full board. It will be unofficially approved by the board in January, and officially approved in March.
 - Emily thanked Julia, Ryan, and Crystal for their fundraising estimates.
- The library just submitted a tax return and received finalized financial statements for 2022 from the accountant. There's a new accounting principle that counts below market rent as an asset, so you will see a large increase in our listed assets in this year's tax return, due to our below market rent for the main library space.
- Facility needs
 - We're trying to get new shades because the sunshine is getting intense in the afternoon. This was

budgeted for in 2020, but got put on hold because of the pandemic. We ordered shades in the fall of 2022 but were told at the time they were backordered and we have not been able to reach the vendor for an update in recent months. No funds have been spent to date. Emily will be reaching out to a new vendor and canceling the original order if she doesn't hear back soon. We have received complaints about the lack of shades.

- Emily is going to budget for more computers next year as well as other tech and software.
- We're going to need new computer chairs in the next year—the adjustment levers are breaking. Some of the lounge furniture is getting a little rough as well.
- The new public access catalog launches on Dec 6.
- Do your trustee education before the end of the year!
- Advocacy
 - The lower 414 signature requirement has been signed into law.
 - There will be more calls from NYLA soon to contact the governor's office regarding the executive budget and avoiding a cut in library funding.
- End-of-year donor ask letters will be going out soon.

Board Development: Dani French

- The date for Volunteer Information Night is Monday, January 8.
 - Julia volunteered to help with this.
- The Gala retro is scheduled for Dec 5 at 5:30. If you are interested in leading the Gala committee, please let Dani know so you can attend that meeting.
 - Caitie asked if there was anyone willing to step in now. SJ raised her hand as a potential co-chair.
- Retros are also being planned for the 414 and Ghostly Gallop.
- We still need a chair for the Programming Committee and a new Secretary (starting in March).

Programming Report (report by Tracy, read by Emily)

Recent events:

- History and Culture of the Stockbridge-Munsee Band of Mohicans—A Zoom talk with Sean Stephans (in collaboration with CCLA) had 125 attendees and is viewable as a recording on YouTube.
- Community Reads screening of *The Boy Who Harnessed the Wind* at the Crandell Theatre was a nice wrap up to that program.
- The Cedar Park Cemetery tour with Kelley Drahushuk had a lovely turnout.

Upcoming events:

- Lisa Weinert & Julia Sedlock: Narrative Healing Community Workshop (11/18)
- Fire Cider Workshop (11/30)
- Chestnut Roast at Oakdale Beach (12/2)
- Teen Volunteer Opportunity: Make Winter Decorations (12/6 and 12/20)
- Make Your Own Snow (12/12)
- Tentative Cooking Up Community (12/13)

History Room: Richard Garmise (SJ gave update in his absence)

- The 128th Regiment presentation by Carl Whitbeck on November 9 had 65 in attendance, and \$72 in donations.
 - This was in collaboration with the DAR and Columbia County Historical Society.
 - A flag from the regiment flag was displayed.
 - Lance Wheeler recorded the talk.
- History Room merchandise is available at Spotty Dog, Homecrafted, and Battle Brown.
- HR is participating in Basilica Farm & Flea on Thanksgiving weekend. The booth was gifted so we

don't have to pay a fee. We're selling a SPOUTy coaster, ornament, and mug by a local ceramicist.

- Volunteers are needed to help on the Friday after Thanksgiving. Mark raised his hand.
- On Monday, Nov 20 from 10-4 we need volunteers to help assemble small boxes for the ceramic pieces in the History Room.
- Julia is trying to help Brenda find windows for Winter Walk.

Ghostly Gallop: Crystal Jeffs, Ryan Kelly

No report

414: Liz Dickey

No report

Friends of the Hudson Area Library Report: Ryan Kelly

No report

New Business/Public Comments.

- Kimberly recently attended the MHLS annual meeting. It was a great experience and chance to meet NYLA and MHLS representatives. During the meeting Janet Schnitzer was re-elected for a third 5-year term to the MHLS Board.
- Mark shared his joy over the results of the 414 and the success of the Ghostly Gallop.

Motion to adjourn was made at 6:51pm by Wesley Brown and seconded by Kimberly Erwin. Vote to adjourn was passed unanimously.

Dani French, 11/ 16/2023

Recording Secretary

1/30/2024

Date of approval