



## Board of Trustees Monthly Meeting

**Date:** 07/18/2024

**Location:** Library Community Room

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

Dani French (President), Elizabeth Dickey (Vice President), Jim Kelly (Secretary), Michael Grisham (Treasurer), Jessica Almeleh-Frazer, Wesley Brown, Joseph Ferris, Linda Friedner, Sean Gilleran, Kellen Henry, Crystal Jeffs, Ryan Kelly, Maddie Meehan, Carol Pledger, Gary Sheffer.

**Excused:** Miranda Barry, Sherri Jo Williams

**Absent:** N/A

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

**Others Attending:** N/A

Meeting was called to order by Dani French at 06:01 pm. She welcomed trustees and guests.

*A motion to approve the June minutes was made by Ryan Kelly and seconded by Joseph Ferris. Vote to approve minutes was unanimous.*

## **Reports**

### **President's Report: Dani French**

Pride Parade turnout and support was awesome even in the rain!

Trustee training upcoming: in person sustainability focused at Claverack Library 7/24 from 5:30-7:30

We are considering re-installing a Board Digest email spearheaded by Jim with Committee Chair member contributions. This would be sent monthly especially in the busy season midway between board meetings with at a glance information that may be useful to help understand needs and action items and programming.

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

Through June, we collected 74% of our annual budgeted operating income and spent 41% of our budgeted operating expenses.

Income: Total Receipts were \$25,704 for the month. Notable in income: \$7,000 from Children's Foundation (restricted grant) and \$11,000 from HRBT Foundation (unrestricted grant).

Expenses: Total Expenses were \$53,406 for the month.

*A motion was made to approve the Treasurer's Report by Jim Kelly and seconded by Kellen Henry. Vote to approve the report was unanimous.*

*A motion was made to approve the Profit & Loss Statement by Linda Friedner and seconded by Elizabeth Dickey. Vote to approve the report was unanimous.*

**Director's Report: Emily Chameides**

This week we submitted a grant to NYSCA in the Folks Arts category, if received would be \$10,000-50,000.

Tracy is working on the Hover grant for teen and tween programming (amount TBD).

We are working on a Mid Hudson Library System Equity, Diversity, and Inclusion Mini-Grant for \$1,000 in support of Spanish and bilingual Spanish/English books for all ages and we were awarded a grant from the Ackerman Foundation for \$2,000 to support our bilingual storytime and bilingual early literacy kits.

We had great success with our programming events over the past month and have two summer exhibits up.

We have been setting up our new computers and system access management system (SAM→Envisionware)

Computer chairs and noise canceling headphones arrived, Paul will put together pending other priority work.

Minor roof leaks (main space) and AC issues (front office) are needing repair, front door lock was repaired this week.

Emily will meet with a sound-proof booth company rep next week to learn more about their products.

**Board Development: Sean Gilleran**

We are discussing the Treasurer role that will need to be filled when Michael leaves the Board next year and hope to identify someone by the end of 2024 to shadow/go through the budgeting process with Michael and Emily.

Recruitment process review and continued development - wanting to continue facilitating good representation of community in filling potential board vacancies. We are hoping to find a Greenport community member to fill the current board vacancy if possible.

Recruitment idea: brainstorming via Programming events, flyers throughout the area or on the library table in the hallway. We could potentially advertise in local newspapers also.

**History Room: Gary Sheffer**

LGBTQ+ archive donations (combined \$5,000) were bestowed related to Pride events.

Last Thursday there was an event about the Lighthouse and its advocacy group had a clear convincing way of identifying and communicating their financial needs.

Continued work on Whaling exhibit with committee members having assigned work. Joe and Gary are working on a September presentation related to Lafayette's 200th anniversary and visiting Hudson. There will be a September event related to the historical election of the time.

In the process of attempting to schedule a retreat/future envisioning meeting for the History room committee.

**Ghostly Gallop: Crystal Jeffs, Ryan Kelly**

Registration site is up. Crystal is working on moving website activities from ghostlygallop.info website to the Library website. They are working on having a contract set with AREEP - the race company we use every year.

Working on swag for the Gallop (colors, year, library logo), instead of medals for winners in each age group we will have coasters made by a local artist (25 in each age group) and mugs for top runners; there will still be fun medals for children. Working up estimates and getting orders in.

Sub-committee meetings will start next month and details will be shared with the sub-committee members.

Let go of the CRM idea (free ones not ideal) and will copy paste addresses for emailing this year.

**Gala: Jessica Almeah**

Kelley Draushuk from Spotty Dog has accepted being honored at the Gala this year on 9/6.

Awaiting event coordinator suggestions on alcohol choices which will be shared with us, then we will give the deposit for that. Jessica will work on the Save the Date/invite messaging and with potential graphic design assistance if obtainable.

Billy from the friends has offered to collect donations for gift baskets for the cause. Last year the owner of the space donated the flowers. We are working on seeing if we can acquire donated flowers for this year's gala.

Jessica secured a free photographer for the evening and Joe can do the call for the cause auctioneering.

**Programming: Kellen Henry**

We are starting the Adopt-a-Flyer campaign today, Kellen has materials. This month we have Fantastic Mr. Fox and a Habitat walk that we are advertising for. Let Kellen know if you would like to join the Programming Committee!

**414: Joe Ferris**

Greenport/Hudson notified us that resolutions/petitions have been approved and sent to the County Board of Elections.

Committee met to discuss mailers (and newsletter) cadence, language, and sending timing strategy. We are estimating mailer costs and may have that information established in the August meeting.

The 414 committee is considering tabling with 414 information at the Ghostly gallop.

**Friends of the Hudson Area Library Report: Ryan Kelly**

No updates from the Friends because there was no meeting in the past month, the next one is August 20. Donations for the book sale can be brought to the Library front office. Book sale starts September 13.

**New Business/Public Comments.** N/A

*Motion to adjourn was made at 06:52 pm by Linda Friedner and seconded by Wesley Brown. Vote to adjourn was passed unanimously.*

Jim Kelly, 07 18 2024

**Recording Secretary**

08 15 2024

**Date of approval**