



**Board of Trustees
Meeting Minutes**

Date: January 16, 2021
Location: Remote (Zoom)

Trustees Attending:

Officers	Trustees
Mark Orton (President) Caitie Hilverman (Vice President) Dani French (Secretary) Michael Grisham (Treasurer)	Jessica Almelah-Frazer Anna-Maria Assevero Miranda Barry Elizabeth Dickey Kimberly Erwin Kenneth Kraus Carol Pledger Gary Sheffer Bill Stenehjem Kris Mae Weiss Charlie Whittingham

Staff Attending: Emily Chameides (Director), Tracy Robinson (Programming Director)

Others Attending: Toni Koweek, Janet Schnitzer, Janet Miller

Excused: [[trustees that have reached out about their absence]]

Absent, Not Excused: [[trustees that have not reached out about their absence]]

Motion to approve December 2021 minutes from Michael Grisham and seconded by Charlie Whittingham - motion passed unanimously.

President’s Report - Mark Orton

- Everything on the agenda will be covered later in committee updates

Treasurer’s Report, Anna Nilsson:

- Submitted and approved loan forgiveness for PPE - put as “Other” income
- People/organizations stepped up and gave big this year
- See 2020 Hudson Area Library Budget Report for comparison of 2019 to 2020
- Emily and Anna worked towards applying for a second PPE loan - working with bank to get that in
- What events did we not do?
 - Gala was main one - biggest fundraiser
 - Art Auction - we shared profits with artists

- Ghostly Gallop - less income than usual
- Ultimately in a good place
-

Motion to approve the Profit and Loss document for November by Miranda Barry with Kimberly Erwin seconding and motion passed unanimously.

Motion to approve the Treasurer's Report document for the year by AnnaMaria Assevero with Bill Stenehem seconding and motion passed unanimously.

Library Director's Report, Emily Chameides

- Job offer out to top candidate for Program Director and they've asked for addition to Benefits package
 - Next step is to meet with Executive Committee (including Michael Grisham)
- Following up on last month's report - changed opening hours
 - Now opening at 11am rather than 12pm - going well so far
- Basement is back in picture again
 - Space in basement has been reserved for the library - Main Office for literacy connections partners and a small meeting space
 - Have grant for construction - extended till June
 - Anticipated to be done in 60 days (construction)
- Programming
 - Plenty going on - check website for full list
 - Pilot project called Library of Local - focused on food resiliency - kicking off in March - will include monthly programs and anchor events held by collective
 - Tech labs and photo workshops coming up
 - Early Literacy and Learning network
 - Book and activity bags - crafts, activities, etc.
- Grant - submitted to Bank of Greene County in support of Spanish
 - Another due this week as well
- We should publish Long Range Plan to the public

Committee Reports:

Board Development

- Add onboarding objective
 - Aim to have this ready by March
- We currently have 15 members

- DeWayne, Anna, and Theresa all off in March
- Currently we have 15 members, can have 18
- Going to have 5 slots open
- Kudos on survey

History Room, Gary Sheffer

- Taking advantage of this time to digitize things, like city of Hudson directories that are starting to deteriorate
 - Many are 100 years old or more
- History Talk
- Want to expand committee to include more people from City of Hudson
 - City of Hudson Historian - Pat Fenoff
 - Carole Osterink
 - Reaching out to City of Hudson Government
 - There is a treasure trove of material in City Hall and various personal homes - we need to get better access to those materials
- Suggestion - applying for grant to archive the materials in City Hall

Programming, Kimberly Erwin

- Special Cultural Months - how do we as an organization showcase recognition of awareness of months when it has to be done online
 - No specific discussion in the office but it's something that's on their minds

Marketing, Charlie Whittingam

- They met this week - assume that committees would and should fold into the broader strategy - how can the marketing committee support each of the areas?
 - Yes, they should come up with concrete objectives
- How can we support mission as it's currently defined?
 - How do we facilitate all programming?
 - How do we help new program director get stood up quickly?
 - What is a two-way communication device between us and the community
 - Can we be a trusted source for COVID information?
- Upcoming events
 - Library Lovers
 - Need to get going on this
 - Gala
 - Start two tracks
 - In person vs. virtual

Fundraising, Miranda Barry

- Two important things happening in next month
 - Ken Kraus & Anna, Caitie, and Miranda - well along in organizing event
 - Deli basket from Oak, flowers from Rosery
- First Advisory Committee meeting - end of January
 - Starting with 5 people - may add more

Friends of the HAL, Toni Koweek

- Did not meet in December
- Postponed the Valentine’s Day Weekend book sale - can’t safely conduct one
- Moved all book carts up to community room
 - Doing major purge of books that have hung around for awhile
- Toni is stepping down in April
- They have a full membership list

Motion to adjourn by Kimberly Erwin at 12:03pm and seconded by AnnaMaria Asservero.
Motion passed unanimously.

Caitie Hilverman	2/20/21
Recording Secretary	Date