



Board of Trustees Meeting Minutes

Date: 9/23/2021

Location: ZOOM meeting

Trustees Attending:

Mark Orton (President), Caitie Hilverman (Vice President), Michael Grisham (Treasurer), Jessica Almeleh-Frazer, AnnaMaria Assevero, Miranda Barry, Julia Black, Elizabeth Dickey, Kenneth Kraus, Carol Pledger, Gary Sheffer, Bill Stenhjem, Kris Weiss, Charlie Wittingham

Excused: Kimberly Erwin

Absent:

Staff Attending: Emily Chameides (Director)

Others Attending: Janet Schnitzer, Janet Miller

Meeting was called to order by Mark Orton at 6:05pm. He welcomed trustees and guests.

Minutes from the July meeting were reviewed and approved by a motion from Charlie Wittingham seconded by Miranda Barry. Vote to approve minutes was unanimous.

Minutes from the August meeting were reviewed and approved by a motion from Charlie Wittingham seconded by Julia Black. Vote to approve minutes was unanimous.

Reports

President's Report: Mark Orton

Mark noted that Dan Ronsani has resigned from the board due to work conflicts.

Election of new trustees – Kris Weiss and Jessica Almeleh. Caitie Hilverman moved to elect them as trustees, second by Michael Grisham. Adopted unanimously.

Move regular board meeting day from 3rd Wednesday to 3rd Thursday of each month.

Treasurer's Report: Michael Grisham

- Michael Grisham – 67% of budgeted income received; 62% of expenses spent. Notable income: \$1000 from The Bank of Greene County for adult Spanish, \$5000 from anonymous foundation, \$2000 from the Darcy Family Charitable Fund. Final payments were made for furniture for the lower level rooms. Payments also for the Oral History Project. Fundraising events remain way below budget; foundations grants are close to budget. Income from library charges is running ahead of budget, almost all are copying charges. Michael asked Emily Chameides whether more library service charges will be due. Answer is unclear. Miranda asked whether furniture expenses for Lower Level are covered by grants and state construction funds. For the most part they are. Miranda also asked about the PPP loan. Is the second loan under the same terms as the first ~\$50,000

loan. Yes. Mark Orton asked question about when the loan is resolved does it become income on the balance sheet. Yes. Charlie Wittingham noted how important the PPP moneys are to keeping our budget in reasonable shape. Miranda added that moire money will come in from fundraising before the end of the year. Mark Orton suggested that a Finance Committee meeting would be a good idea.

- A motion was made to approve the Treasurer’s Report by Charlie Wittingham and seconded by Miranda Barry . A motion to approve the Profit and Loss Detail for August was made by Liz Dickey and seconded by Caitie Hilverman. Both motions were approved unanimously.

Director’s Report: Emily Chameides

- Staff have been very supportive in her absence.
- Tracy Robinson provided an update on programs. First bilingual story time. Story Time will be done with The Starting Place Day Care in the Lower Level. Some special events: Farmers Market Scavenger Hunt – 50 children participated; Hudson Eye – Concrete Temple Theatre (puppet show) – more than 50 attended; Friends Book and Bake Sale raised \$954.50; Author talk & book signing – Big Black: stand at Attica - graphic novel. Upcoming programs and events: creative writing class; Tony Kieraldo at Hudson Hall; animation workshops; American women photographers; LatinX Festival; and others.

Committee Reports

Marketing and Fundraising: Miranda Barry, Charlie Whittingham, Bill Stenehjem

- Charlie Wittingham noted that Marketing is to support Fundraising.
- Miranda Barry – thanks to Charlie and Julia Black for their help over the year. Hopeful that pandemic is waning and we can return to a more normal schedule. Julie Black reported that Farmers Market has table openings in November. More to follow on that.
- Miranda noted that next year we have to conduct a 414 ballot initiative in 2022. Reminded that only 45% of budget comes from taxes. Reviewed history of previous campaign. Passed by over 70% in Hudson; failed in Greenport. They provide \$7,500. Very unequal support. Bill Stenehjem asked how many signatures are required to get on the ballot, answer unclear. Discussion about deadlines and signature gathering process. Gary Sheffer asked about how much the county provides to support the library. Emily Chameides explained the function of the Columbia County Library Association receives the funds and distributes to support system expenses. Miranda Barry continued to describe the initiative process. Julia Black raised the point that perhaps the city’s lodging tax could be shared.
- Miranda continued about the Annual Appeal letter – need to get it done in December. Include Julia Black’s idea of a sticker for donors – “I support HAL”. Timeline for personal notes on letters.
- Miranda returned to Farmers market idea – sale of History Room goods
- Miranda noted Ken Krauss’s idea for a no-gala event. Bill Stenehjem noted that others have done this with real success. Should be funny and fun. Emily Chameides asked about time of gala and Annual Appeal. Others chimed in. Get it done by mid October. Ken Krauss is concerned with conflict with Annual Appeal. Go through list

of those of past donors to Gala. Mark Orton called on Miranda and Ken Krauss to call a meeting next week to move on this project.

- Miranda reviewed the need for each board member to give to support the library. She will send out a pledge form. Important to have 100% participation.
- Mark Orton asked about the status of the art auction. Miranda replied that it is in process. Gathering information from galleries and others about the best form. Mark Orton noted the increase in the number of Hudson-based artists. Bill Stenhjem added that we are going to organically grow the auction based on last year's auction and input from the community.

Ghostly Gallop: Gary Sheffer

- Gary reported that GG will be virtual again. 25 people registered at the moment. On actual Halloween. Hold kids run this year in person? Gary recommends dropping kids for this year. Concentrate on finding sponsors. Sponsors will be listed on website. Personal fundraising is available. Julia Black has worked on sponsor package; called for board members to sound out potential spoinors. Last year's race raised roughly \$7000.

History Room: Gary Sheffer

- History Room event going now – Bronson Park. October 7, with Jacob Leisler Institute lecture. October 24th, Kelley Drahushek cemetery tour. New history room website 75% complete. New items for sale. Post cards, maps....

Mark Orton noted that he fell asleep on setting up Program Committee meeting earlier in September. Meeting will be rescheduled in October.

Board Development: Caitie Hilverman

- Caitie noted the kid's book-themed calendar project – drawings that will be included in the calendar for sale. Organized by Caitie, Kris and Jesse.
- Board Development report. Now 15 board members. Miranda and Ken leaving in March 2022. Reviewed process. Prospective trustees need to attend a board meeting as a required step. Caitie reviewed the types of people we are looking for: activists/organizer, local business owners, attorney, young people, people from culturally divers or underrepresented groups, those financially capable of supporting the library.

Friends of the Hudson Area Library Report: Janet Miller

Janet Miller reported on Book and Bake sale. Another scheduled for mid-February.

New Business

None

Motion to adjourn at 7:23pm by Ken Krauss and seconded by Miranda Barry Motion passed unanimously.

Mark Orton

Recording Secretary

Date of approval