



Meeting Minutes: Hudson Area Library Board of Trustees January 18, 2020

Call to Order:

A meeting of the Hudson Area Library Board of Trustees was held at the library on January 18, 2020. President Mark Orton called the meeting to order at 10:15 A.M.

Attendees:

Mark Orton (President), Lisa Dolan (Recording Secretary), Carol Pledger, Gary Sheffer, Michael Grisham, Dan Ronsani, Anna Nilsson, Anna-Maria Assevero, Theresa Parsons, Kimberly Erwin, Ken Kraus, DeWayne Powell, Bill Stenehjem

Staff Attending: Emily Chameides (Library Director)

Others Attending: Janet Schnitzer (Friends of the HAL), Janet Miller (Friends of the HAL)

Excused: Charlie Wittingham, Miranda Barry, Julia Black

Approval of Minutes:

DeWayne asked for clarification on the Exhibition Policy and Deed of Gifts and asked for these to be resent to the HAL Board. DeWayne Powell made a motion to approve the December 2019 minutes, seconded by Ken Kraus. These were unanimously approved with the exception of DeWayne who abstained from the vote.

Reports:

President's Report: Mark Orton

Mark discussed his current list of concerns including:

The status of the long-range plan and its distribution.

The building plan status.

Leadership for the 60th Anniversary Celebration, the Gala and Ghostly Gallop.

The Nominating Committee needs to be rejuvenated and a Vice-President should be sought. Mark is hoping for the HAL to have a new President within the year.

David Murphy is donating \$50,000.00 to the Library. These will be considered unrestricted funds. The fundraising committee will be considering utilization of these funds.

Treasurer's Report: Anna Nilsson (Report Attached)

Anna shared our end of 2019 budget status. The end of 2019 sees us with a \$76,687 surplus. Some of this has been earmarked for 2020 programs. Our 2019 expenses were less than expected. They are approximately \$39,000.00 less than budgeted.

Anna presented the tentative Draft 2020 budget. There is roll-over funding included in this proposed budget for 2020 programming. The vote for the final 2020 budget will take place at our March 2020 meeting.

The HAL has had a budget surplus three years in a row. Mark Orton commended Emily on her stewardship of the financials of the library.

Gary questioned the reduction in donations and gifts in the 2020 budget. Anna explained that this change is reflective of the goal amount that needs to be raised and that we hope to exceed our gifts as we did in 2019.

DeWayne Powell questioned the space usage fees and mentioned that this may be an area to look more carefully at as a way to increase income.

The Finance Committee met today and reviewed the staffing budget. (Our largest budget items are payroll and programming.)

Vote to approve Profit & Loss Detail was passed followed by a motion made by Michael Grisham and seconded by Anna-Maria Assevero . DeWayne Powell made a motion to approve the Treasurer's Report. This was seconded by Kimberly Erwin. Both motions were unanimously approved.

DeWayne questioned the overall financial stability plan for the HAL. Will we be asking for increased funding from our supporting municipalities? DeWayne mentioned that this should be an on-going concern. Mark Orton agreed that this should be foremost in our minds as the HAL Board.

Library Director's Report: (Report Attached): Emily Chameides:

Emily has begun work on the employee handbook and hopes to have a draft prepared for review by the February 2020 Board Meeting.

The opening reception for the History of the Census in Hudson Exhibit is planned for Thursday, February 6th. Additionally, there are special programs designed for Winter Break. On-going programs are still up and running .

We have received \$2,351.00 in funding from the Friends in support of materials and library programs.

Paul has been busy updating all of Library computers to Windows 10. Several new computers have been purchased.

Mark Orton reminded Trustees to take the new Library Trustees Workshop. Janet Schnitzer recommended contacting MHLS to schedule the class in Hudson. Emily agreed to follow up on this.

Anna-Maria asked for an update on our policy for library fines. As of now,our fines are intact but Emily is researching fine-free libraries.

Programs: Kimberly Erwin:

Kimberly mentioned that the next meeting is Thursday, 1/23/2020.

Fundraising: Miranda Barry (Absent)

Long-Range Planning: Mark Orton

History Room/Ghostly Gallop: Gary Sheffer:

The 1871 map census project display restoration project is having a donor thank you reception on 1/23/2020 at 6 P.M. HAL Board members are invited.

Carl “Giffy” Whitbeck is gifting the HAL with documents and paintings that he would like displayed.

Gary mentioned the possibility of briefing the new Mayor of Hudson on Hudson history and the library.

Ghostly Gallop is planned for October 18, 2020.

Friends: Janet Schnitzer:

Janet reported that the next Book & Bake Sale will be 2/8, 2/9 for the public and the morning of 2/10/20 for the Warren Street Academy.

Looking for baked goods to sell if any Trustee would like to donate.

Library Advocacy Day in Abany is Tuesday, February 25th with a bus offered by the MHLS.

Friends’ Annual Appeal will go out in March. Speaker series will also be reinstated in March.

Next meeting is Wednesday, 2/15/2020 at 6:30 P.M.at the HAL.

Public Comments:

Motion to adjourn at 11:29 was made by Anna Nilsson and seconded by Anna-Maria Asseverp.

Motion passed unanimously.

Lisa Dolan <hr/> Recording Secretary	
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2/15/202 <hr/> Date of approval
