



**Board of Trustees
Meeting Minutes**

Date: October 17, 2020
Location: Remote (Zoom)

Trustees Attending:

Mark Orton (President)	Kenneth Kraus
DeWayne A. Powell (Vice President)	Theresa Parsons
Anna Nilsson (Treasurer)	Bill Stenehjem
Caitie Hilverman (Secretary)	Julia Black
Anna-Maria Assevero	Michael Grisham
Kimberly Erwin	Gary Sheffer
Carol Pledger	

Staff Attending: Emily Chameides (Director)

Others Attending: Toni Koweek, Janet Schnitzer, Janet Miller

Excused: Charlie Whittingham

Motion to approve August 2020 minutes from DeWayne A. Powell, second by Kimberly Erwin with no one abstaining - motion passed unanimously.

President's Report - Mark Orton

- 33 people signed up for the auction event

Treasurer's Report, Anna Nilsson:

- We're at 119% of what we had budgeted for donations and gifts (does not include PPE money, which will help further)
- Finance committee met this month and started working on next year's budget, as Emily will be hiring a program director to replace Brenda
- We need to ratify our budget in March- we're planning to submit a budget to the Board in December, approved in December, and then ratify it in March 2021

Michael Grisham motioned to approve the Treasurer's Report document for August with Kenneth Kraus seconding and motion passed unanimously.

Motion to approve the Profit and Loss document by Miranda Barry with DeWayne A. Powell seconding and motion passed unanimously.

Library Director's Report, Emily Chameides

- Emily has started posting the Program Director job ad - send her any suggestions for places to post
- Thea has been moved to full-time - kudos to her for picking up slack with Paul gone
- Paul was originally planning to be on leave through end of the October, come back, and then FMLA - but he's going to transition right to FMLA - he'll be back right around the new year [baby is Sage Oliver <3]
- Census outreach has gone well
 - Sent out 2000 postcards that included information about computer browsing at HAL
- Reopening is going well
 - Getting word out
 - Shortening the quarantine period for books to 24 hours
- Tales from the Crypt is this weekend - it's sold out
 - Second date has been added
- There is an upcoming Stockbridge-Munsee Indians program
- There is a bedtime book reading this weekend with by Jacinta Bunnell - A More Graceful Shaboom
- We are doing month-to-month contract with Kanopy

Committee Reports:

Programming, Kimberly Erwin

- Strong relationship with surrounding libraries
- Programming Committee is meeting on Thursday at 1pm
- Programs still going strong (kudos to Brenda)

Art Auction, Julia Black

- Doing a media push on the auction to get local businesses involved
 - Thyme and Co, Lawrence Park, Back Bar, Shared Hudson Streets, Visit Hudson NY, Mayor Kamal Johnson all shared or will share
- Please share with your friends, family, and followers
 - We need to get the word out - critical that the Board participate in the promotion

Ghostly Gallop, Gary Sheffer

- Extended time to run/walk the 5K till Halloween - sent out notices and put it on social media

- 100 people registered (133 last year) - we'll probably be at same place by the end of the month
- Registration will be open till Halloween as well

Fundraising, Miranda Barry

- Apology for being out of touch - Miranda's play was being recorded
- Miranda is scheduling a fundraising committee meeting the first week of November
- Miranda is working on two immediate things:
 - Annual appeal - how can we make it different and special this year? She'd like input on how to get the public on board with getting library back to full capacity through COVID-19
 - When Miranda met with Allen and Anna, they talked through need for brochure about library - what we do and what our financial situation is - can use as an "annual report" of sorts as a recruiting tool
- We need to have a fun event, perhaps in February - "Library Lovers Month" and Valentine's Day
 - Maybe in real life, maybe a virtual picnic of sorts - we should think through how to do something like this

History Room, Gary Sheffer

- We received donation for History Room from William Race with great content - books from Hudson publishers from the 1800s
- History Room committee meeting this past week - we're going to apply for a conservation grant due in November
- Joining Archival Discovery Cooperative - we can access materials that other members of the Cooperative have - and it's free

Friends of the HAL, Toni Koweek

- Quiet month for the friends
- Need liaison from the Board
- November 14, 2020 at 5pm - doing virtual cheese tasting - Talbott and Arding is putting together cheese box with suggested pairings - people will pay, pick up box, and at 5pm we will be led through an hour presentation on cheeses and what they pair with
 - Need help with publicity, website, online sign-up
- Still giving snacks to the library
- Fundraising letters going out during month of March

Other business

- Mid-Hudson Library's annual meeting is next week - you can register on the Mid-Hudson Library system's site

Motion to adjourn by Theresa Parsons at 11:24 and seconded by Miranda Barry. Motion passed unanimously.

Caitie Hilverman	10/17/2020
Recording Secretary	Date