



## Board of Trustees Monthly Meeting

**Date:** 04/17/2025

**Location:** Library Community Room

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

Gary Sheffer (President), Jim Kelly (Secretary), Patty Brennan (Treasurer), Aaron Able, Jessica Almeleh-Frazer, Joseph Ferris, Sean Gilleran, Kellen Henry, Ryan Kelly, Sharon Javna, Carol Pledger, Kelley Robinson, Heather Thiry, and Sherry Jo Williams.

**Excused:** Dani French (Vice President), Miranda Barry

**Absent:** Wesley Brown

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

**Others Attending:** Jared Muehlbauer

Meeting was called to order by Gary Sheffer at 06:00 pm. He welcomed trustees and guests.

*A motion to approve the March minutes was made by Joseph Ferris and seconded by Kellen Henry. Vote to approve minutes was unanimous.*

### **Board Development: Motion to fill a vacant Board of Trustees seat**

The Board Development Committee recommended Jared Muehlbauer to assume the vacant board seat of Linda Friedner (who resigned due to a change in availability).

*A motion to elect Jared to fill the vacant seat on the Board of Trustees was made by Sherry Jo Williams and seconded by Sean Gilleran. Vote to approve Jared Muehlbauer joining the Board of Trustees was unanimous.*

## **Reports**

### **President's Report: Gary Sheffer**

Gary thanked Dani for her prior service as Board President in this his first President's report. Gary noted that the library has a strong reputation in the community due to having excellent staff, a dedication to service and volunteerism, and excellent programming. The Hudson Area Library was a second home to Gary growing up in Hudson. Gary noted wanting to foster open and energetic discussions on policies, budgets, and how the board operates during his term as president. Gary noted everyone's perspective being welcomed and valued and as we engage in continued dialogue.

Gary noted three primary goals for the board: (1) setting a new long range plan (current one expires this year) including long range financial planning, (2) fundraising efforts, and (3) exploring how we can further our dialogue with the library and demonstrate the value of the library to the community and listen for ways we can serve community members better.

The Board retreat (topic: long range plan) will be Sunday, April 27, 11am -3pm. Gary will prepare an agenda for that meeting and share the prior long range plan document prior to the retreat.

Board expectations: Gary asked board members to ensure that we are on at least one committee, that we proactively complete our mandatory trustee education this year (some are on Zoom, some are in person, see the trustee education tab of the MHLS website and the director's report), and to have 100% board participation in donations each year.

Gary, Joseph and Emily have drafted a letter to Representative Riley, Senator Gillibrand and Senator Schumer on behalf of the board (copies provided in meeting) regarding library funding. Gary noted that we will move the Board meeting next month to Thursday, May 22. We will have to move the June meeting (3rd Thursday of June is Juneteenth), June date TBD.

### **Treasurer's Report: Patty Brennan**

Through March, we collected 68% of our annual budgeted operating income and spent 19% of our budgeted operating expenses. Total Receipts were \$6,280 for the month. Total Expenses were \$65,445 for the month. Notable in Expenses for the Month: in account Office & Library Supplies: Remaining balance of Envisionware Software \$3,375

Board members noted interest in knowing the timing of grants received and having more insight into when different public funds are received. Much of our income comes early in the year in public funds and near the end of the year in Ghostly Gallop (Fundraising), Gala (Fundraising), and Annual Appeal (donations).

*A motion was made to approve the Treasurer's Report by Joseph Ferris and seconded by Sean Gilleran .  
Vote to approve the report was unanimous.*

*A motion was made to approve the Profit & Loss Statement by Jim Kelly and seconded by Joseph Ferris. Vote to approve the report was unanimous.*

*A resolution was made to open a savings account at Hudson Valley Credit Union and Greylock Federal Credit Union (requirements to open member accounts) to facilitate opening previously approved Certificate of Deposit accounts at each institution by Kellen Henry and seconded by Joseph Ferris. Vote to approve the resolution was unanimous.*

### **Director's Report: Emily Chameides**

Emily is working on drafting the Assistant Library Director job description to reflect the library's current needs and will send it to the Executive Committee for review in the next two weeks.

Grants and Fundraising: Grants submitted: Brenda and Emily submitted two grants this month in support of History Room activities - Ackerman and Rheinstrom foundations. Grants received: We have received grant funding through the Berkshire Taconic Community Foundation as follows 1) Fund for Columbia County Grants for Community Impact (\$7,500 for general operating), 2) Fund for Columbia County School-to-Work Grants (\$6,000 for Hey DJ program), and 3) McMasters-Evans Fund (\$3,500 general operating). We also received \$1,000 from the Bank of Greene County in support of our Adult Spanish Language classes and \$800 to support children's early literacy activities from the Stewart's.

The Mid-Hudson Library System is launching the new Mid-Hudson Libraries app for patrons May 1. Paul and Emily have received training and are working together to get our library's custom layout ready for launch.

Paul has been busy offering one-on-one tech training to community members through our participation in the Public Library Association's Digital Navigator cohort pilot program, utilizing DigitalLearn resources to help community members learn various computer and tech skills.

Columbia County Board of Supervisors unanimously passed a resolution in support of all Columbia County Libraries, calling on our federal representatives to take immediate action to protect the funding guaranteed under Section 9141 of the Museum and Library Services Act, for our state representatives to prioritize state-level funding for the NYS Division of Library Development to mitigate potential federal funding losses, and for Columbia County residents to advocate for library funding by contacting their federal and state representatives. The Board noted interest in engaging in potential further efforts to support libraries at the local and state level.

**Board Development: Sean Gilleran**

Sean noted that in this meeting we are asking all board members to select the committee(s) they want to participate in this year. Sean asked committee members to share a quick overview of each committee and they did so. Board members selected committee(s) that they committed to participating in for the next year and these were documented in the Board of Trustees directory.

**History Room: SJ Williams**

There will be an event (tentative date: Thursday, June 26) promoting LGBTQ+ oral history and archives. The Whaling exhibit will come down this summer and be re-opened in the fall - we anticipate reopening with an epistolary drama (dramatic reading of whaler's letters).

**Fundraising: Ryan Kelly (for Miranda Barry)**

The next meeting is April 24 at the library in person and via zoom. Goal is to organize our historic donors and work on furthering various initiatives. We have existing sponsors and want to identify and reach out to new potential sponsors.

**Ghostly Gallop: Ryan Kelly**

Ryan reminded the board that this year's Ghostly Gallop date is October 26.

**Programming: Kellen Henry**

The committee is working on setting clearer and more specific priorities that can help drive library programming decisions and communicating the unique value the library provides. The committee is exploring how we serve our immigrant community members and wants to put together resources and strategies to continue supporting these programs. The committee is also exploring summer reading and programs and a fundraising call to action around the summertime. The Board considered adding fliers and providing resources to community members seeking assistance with resume writing and job searching which was noted as a community need.

**414: Joseph Ferris**

The committee had a productive previous meeting and Joe noted that he will share notes with the board from that meeting.

**Friends of the Hudson Area Library Report: Joseph Ferris**

Tuesday, May 20, 5-7pm the Friends will celebrate their 25th anniversary at Neverstill, \$75/ticket. The Friends are looking for a vice president and a secretary for their executive committee.

**Gala: Jessica Almeleh**

The Gala committee is considering a nominee for the 'Lion of the Library' at this year's Gala. If anyone has

any suggestions, please send those to Gary in the next few weeks. Please look out for emails about this process. The Gala will be Friday, September 12 this year

**New Business/Public Comments**

None

*Motion to adjourn was made at 07:18 pm by Joseph Ferris and seconded by Ryan Kelly. Vote to adjourn was passed unanimously.*

Jim Kelly, 04 17 2025	5/22/25
<b>Recording Secretary</b>	<b>Date of approval</b>