



Board of Trustees Monthly Meeting

Date: 06/26/2025

Location: Library Community Room

Trustees Attending in person:

Gary Sheffer (President), Dani French (Vice President), Jim Kelly (Secretary), Patty Brennan (Treasurer), Aaron Able, Jessica Almeleh-Frazer, Miranda Barry, Wesley Brown, Joseph Ferris, Sean Gilleran, Kellen Henry, Sharon Javna, Jared Muehlbauer, Carol Pledger, Kelley Robinson, Heather Thiry

Excused: Ryan Kelly, Sherry Jo Williams

Staff Attending: Emily Chameides (Director)

Others Attending: Lloyd Koedding

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

A motion to approve the May minutes was made by Kellen Henry and seconded by Kelley Robinson. Vote to approve minutes was unanimous.

Reports

President's Report: Gary Sheffer

Gary noted the Pride parade was great this year (thank you Ryan!). Please complete your trustee education. There will be an in person training at the Roe Jan Library in August. Gary recommends the "Finance for Trustees: The Basic" course. Yesterday Mid-Hudson Library System (MHLS) hosted an Advocacy webinar. The IMLS federal funding was received by the NYS Division of Library Development in June, however the legislature has made possible mid-year State budget cuts due to expected Federal budget cuts, which could impact funding for library systems in NYS. MHLS is asking for each library to have at least one trustee serve as an advocacy ambassador - as point person to keep the board up to date with these actions and to provide call to action resources and opportunities. Also, three postcard types were developed that the board can use for advocacy purposes to send to elected officials to encourage support for libraries. Jared and Joe noted they will work on this. MHLS suggested we keep a close eye on how our community members may be affected by federal cuts outside of library services - potentially limiting access to the needed resources - and exploring how we can provide support. The board noted potential contingency plan discussions in case HAL is ever significantly impacted by funding cuts. Gary recommended going to HAL programming personally so we can be better story tellers for our library so that we can support awareness of the library's value and fundraising efforts and convey the value of the library to community members and elected officials. Aaron and Jim noted they would work on standardizing the committee meeting scheduling process via online scheduled invites.

Treasurer's Report: Patty Brennan

Through May, we collected 73% of our annual budgeted operating income and spent 34% of our budgeted operating expenses. In income, Total Receipts were \$8,002 for the month. Of note, the majority of income collected through public funds is collected early in the year. In expenses: Total Expenses were \$75,001 for

the month. Notable in Income for the Month: Friends of the Hudson Area Library \$3,220. Notable in Expenses for the Month: In account Repairs & Maintenance: Cleaning \$3,687.50 for the month of March & April 2025 (only notable because it was for two months rather than one). In the balance sheet the two Certificates of Deposit (CDs) and the money market account are reflected. We as board members are responsible to review and approve the individual expense items being made in retrospect. Emily and Patty noted they can review the finance committee's policies regarding expense payment in an upcoming meeting.

A motion was made to approve the Treasurer's Report by Wesley Brown and seconded by Joseph Ferris . Vote to approve the report was unanimous. A motion was made to approve the Profit & Loss Statement by Wesley Brown and seconded by Dani French. Vote to approve the report was unanimous.

Director's Report: Emily Chameides

Personnel: Janet Miller, who volunteered with the library for over 30 years, passed away earlier this month. She was a very caring person and we will miss her dearly. The Friends donated \$1,000 to the library in her memory. The Pathstone program, which employs part time team member Patty Stroh at our site, has lost its Federal funding. She was given one week's notice so will be ending her time with us through that program this week. We are hoping to temporarily hire her so that she can complete some History Room projects and provide some much needed support on the main floor. Between this and the loss of our Americorps workers, we've lost three valued team members (hours-wise the equivalent of a full time employee) due to Federal funding cuts in the past month. In positive news, our team member who has been out on medical leave due to an injury; returned to work this week. Emily is working on a job description for the Assistant Library Director.

Grants and Donations: Grant applications: Emily and Tracy submitted a grant to NYSCA (Folk Arts general operating grant) this week and Tracy and Sarah are working on a letter of intent to the Alexander and Marjorie Hover Foundation (teen and tween programs). Notice of grant awards: We received notice recently that we will receive \$8,000 from the Children's Foundation in support of children's programs, resources, and services and \$15,000 from the Hudson Home for the Aged. Estate: We are a listed beneficiary in an estate that will be closed soon and we are anticipating receiving a significant distribution.

Trustee Education (two hours required annually - annual deadline 12/31): Please enter your 2025 activities in the Trustee Education Activities Records spreadsheet as you complete your hours this year.

Furniture: Aaron, Joe, and Sharon offered to support Emily in planning and reviewing options for furniture replacement.

Board Development: Sean Gilleran

Sean is interested in the Board Dev committee exploring ways supporting Miranda and the Fundraising committee with training and education resources fundraising or finance training or otherwise.

History Room: Gary Sheffer

The whaling exhibit will come down at the end of June and then will return in the fall. There will be a whaling exhibit event with dramatic letter reading September 4 at 6 pm. There is a teacher workshop in October. The History Room is always looking for relevant items to add to the collection and we have been receiving materials donated to us. We are running out of room in the History Room for items. As we think about facilities in long range planning we are wondering what we may do with extra redundant items and a potential need for storage (temporary and permanent). We noted the potential use of having valuable items appraised and/or insured.

Gala: Jessica Almeleh

The save the date email is going to go out tomorrow. Please continue reaching out to friends and family!

Long Range Planning: Gary Sheffer

We will have a meeting and hope to have an MHLS representative support us regarding further developing our community engagement process. MHLS is sending other long range plans from similar size/type libraries to us as resources and this committee will be meeting again relatively soon.

Fundraising: Miranda Barry

We discussed a fundraising calendar for the year and by mid July we hope to have an emailable/printable flier for businesses to solicit sponsorship for both of our major events (Gala and Gallop). We have a broad starting point for reaching out to community members. We would like to create a form that all board members could use to help in creating relationships with community members and supporters. We are looking to do more thanking regular donors with personal notes and to have communications that are not asking for money and primarily note appreciation and gratitude with general library updates. Miranda noted the idea of a February or March one-hour ask event to invite donors, previous gala attendees, or potential interested community members in which we could inform those individuals about what is going on at the library with a QR code on tables and follow up letters to attendees and no auctions. We are also looking at re-upping the advisory board.

Ghostly Gallop

The registration is live for the Gallop today. The race is on Sunday 10/26. Full committee meetings may start in July, Ryan and Dani will share more about that, feel free to reach out if interested in joining and helping.

Programming: Kellen Henry

The summer warm up party is 7/8. We need help serving pizza, running a button maker, taking pictures, and more (a volunteer sign-up sheet was circulated during the meeting). In the past we did a big summer reading raffle, this year we instead are doing a personal challenge with a free Stewart's ice cream if completed.

414: Joseph Ferris

Tuesday, July 1 at 5pm will be the next 414 committee meeting, reminder will go out Monday, if you have thoughts about advocacy or what the committee could do in the future please feel free to share with Joe.

New Business/Public Comments

Lloyd Koedding requested we take a genuine look at once again opening at 9am and our computer policy.

Motion to adjourn was made at 07:05 pm by Wesley Brown and seconded by Patty Brennan. Vote to adjourn was passed unanimously.

Jim Kelly, 06/26/2025
Recording Secretary

7/17/25
Date of approval