



Board of Trustees Monthly Meeting

Date: 08/21/2025

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, Sharon Javna, Ryan Kelly, Jared Muehlbauer, Heather Thiry, and Sherry Jo Williams

Excused: Kelley Robinson, Kellen Henry, Carol Pledger

Absent: N/A

Staff Attending: Emily Chameides (Director)

Others Attending: Janet Schnitzer, Lloyd Koedding

The meeting was called to order by Gary Sheffer at 06:02 pm. He welcomed trustees and guests.

A motion to approve the July minutes was made by Patty Brennan and seconded by Joseph Ferris. Vote to approve minutes was unanimous.

Reports

President's Report: Gary Sheffer

Joe Ferris recused himself from the meeting for the portion of the President's Report focused on Bard College. The Bard CFO, Head of Development, Special Project Manager specific to Galvan donation to Hudson, and VP/Dean of Libraries met with Gary, Emily, and Dani on August 20. Bard noted that for any building they accept as a part of the donation, it will adhere to and commit to existing lease agreements. They appear to be in the early stages of due diligence regarding these properties and to be unsure which buildings will be part of the donation. The CFO noted that they see our long-term future in the armory and were reassuring in tone without being yet able to discuss specifics of leases and buildings in the city. They noted that there may be partnerships we could choose to form with them regarding exhibits, asset digitization, our seed program, and other programs and services. They asked if we charge late fees for library materials, if we've ever considered membership fees, and whether Galvan provided any special discounts or donations to us. We shared that one of our three leases, the drill shed lease, has a discounted rent payment of \$1/month plus quarterly expenses and that the Galvan Foundation supported our capital campaign but that we have not received financial support from the Foundation in recent years. The CFO downplayed the publicized comment about potentially selling the armory to the city. Regarding any restrictions or parameters on the donation it has received, the CFO did say that they cannot donate or discount the sale of buildings because they have a fiduciary responsibility to maximize the assets donated to them. We are unsure whether they meant that they have a fiduciary responsibility to maximize every single donated building or generally the donation as a whole. The CFO asked if the other tenants in the building are complimentary to the library's mission and services. Emily noted that yes they do offer complimentary

services to children, teens/tweens, and older adults, and that we collaborate on programs. We shared with Bard that the History Room in particular is interested in more space in the future, a general overview of our programs and services, and that we have a relatively unique situation as a library of our size/service area where we have to raise up to a third or more of our annual operating costs each year. Bard dispelled any idea that this would become a Bard library. Bard noted they will be in touch with us. We do not have a scheduled next meeting. The Board explored potentially asking to meet with Galvan this fall to do our due diligence in ensuring the sustainable operation of the library. The Board discussed that this building is central in importance in the community's perception of how the donation process develops for Galvan and Bard. The Board discussed the one-sheet impact statement sheet Emily generated as potentially being usable for the Gallop and other outreach.

We delayed Rebecca Smith Aldrich's presentation to the Board about community outreach until next month because we are quite busy this week.

Lloyd Koedding sent the board a letter today regarding our computer policy and Gary noted that we will take a look at the letter and get back to Lloyd at a later date after we have time to review.

Treasurer's Report: Patty Brennan

Through July, we collected 79% of our annual budgeted operating income and spent 47% of our budgeted operating expenses. Total Receipts for July were \$63,634 for the month. Notable in Income for the Month: Total \$41,500 in Foundation Grants (notable foundation grants include \$8,000 Children's Foundation, \$5,000 Rheinstrom Hill Community Foundation, \$2,500 The Ackerman Foundation, Inc., \$15,000 Home for the Aged). Total Expenses were \$74,069 for the month. Notable in Expenses for the Month: Utilities – Galvan invoiced and we paid for Quarter 1 expenses: Most significant utility charge was electric: \$2,000 & \$2,050.84. Overall budgeting expenses remain low relative to operating income for the year with a surplus.

A motion was made to approve the Treasurer's Report by Sherry Jo Williams and seconded by Wesley Brown. Vote to approve the report was unanimous.

A motion was made to approve the Profit & Loss Statement by Miranda Berry and seconded by Dani French. Vote to approve the report was unanimous.

Director's Report: Emily Chameides

Emily received feedback regarding the new hire job description and will be working on updating that. The summer has been full of fun activities and programs, the MHLS road trip has been popular!

Update on AmeriCorps situation: one of the members who was let go due to defunding was able to come back and finish their contract (ending in November). Funding for that program may be in flux.

It was a good month for Gala ticket purchasing.

A local mom who has a child who is 2E and has been a strong advocate for her child and others has donated a collection of books on the topic of neurodivergence. Emily accepted them all for review. Emily will chat with our reference librarian and the central library (Poughkeepsie) reference librarian to see if there's any best practice for this topic in terms of age of the material.

The Youth Center has outgrown their space and they've been using a church as overflow for K-2 and are looking to come use the Senior Center for after-school hours. Emily will get clarification on how that will impact library programming and how we will partner.

Gala: Jessica Almeleh-Frazer

Capacity is 172 for the Caboose and we're oversold and have a waitlist. We are sorting through who is actually attending and who is bringing guests. We need to let the venue know the final numbers by 20 days before the event. We are still sorting out additional food options. The photographer, music, and flowers are confirmed. We are working through the run-of-show—Gary will speak. All guest speakers have confirmed. An A/V person will be on site to coordinate the video that Karl and SJ made for the event. Joe will reach out to Michelle Hinchey about being a guest speaker.

Board Development: Sean Gilleran

We have 5-6 board members whose first terms are expiring. Sean will reach out to folks and touch base about folks' plans for a second term so Sean can gauge how big our recruiting efforts will need to be.

History Room: Gary Sheffer/SJ Williams

The Whaling exhibit will be reopening on September 4. Miranda is directing a dramatic whaling performance with sea chanteys and acted scenes. You must register if you want to attend. New whaling logo merch designed by Alan Coon is now available for purchase on Bonfire. Some crewelwork items from Dame Margaret Rutherford were sold at auction to support the History Room.

Long Range Planning: Gary Sheffer

The committee met and discussed extending the current plan by another year and using that time to investigate specific projects/goals for the coming year using our existing plan. Gary endorses this because we have a lot going on and a lot of unknowns regarding the building. Also, the Turning Outward process can take as much as a year. This process will be worthwhile to pursue because we'll be talking with the community about their entire lived experience in the Hudson area and not just the library. We'll get a fuller picture of the community's needs and how we can fit into their lives. Next month we'll vote on whether to extend the plan and decide what to drill down on.

Fundraising: Miranda Barry

The Gala is doing fabulously. Miranda credits the success to the early outreach and widening the net of who we reached out to. Discussed in the last meeting about supporting the Gallop and helping them widen their net and start their outreach sooner. The opportunity for dual outreach passed us by, but we've gotten a start on it so we can get it done next year. Miranda will be sending the board a questionnaire about recommended people for the library to reach out to as potential donors.

Programming: Heather Thiry on behalf of Kellen Henry

Summer programming has been great—thank you to staff and board members. The next event is a free concert at Olana on September 18 at 5—Andes Manta (with shuttle service between the library and Olana). Overlaps with our board meeting, but we could use volunteers during the day for setup. Let Heather or Kellen know if you can help—either in Hudson or Olana.

Ghostly Gallop: Ryan Kelly

The committee met last night. We'll be meeting biweekly going forward and are in good shape logistics-wise.

We will start proactively recruiting sponsors soon, but we already have two on board (Thanks, Gary Sheffer and Neighbor Running!). Packet pickup will be at Neighbor Running this year, which will be good for race exposure and will allow us to have longer packet pickup hours the day before the race.

414: Joseph Ferris

No updates on library ambassadors, but Joe has a conversation with Rebecca about what we can or can't do as trustee members when it comes to advocacy. As an association library, can we do any lobbying? Rebecca clarified that since we get some public funding, the perception is that we're public. We could lean into our identifying as a nonprofit, but we've benefitted from education legislation. We need to make sure there are no misunderstandings about how we operate.

Gary asked about trustee participation on advocacy day, but we are advocating for state funds for libraries rather than funds for our library, and we go through NYLA talking points and our participation is more education than advocacy.

Friends of the Library: Joseph Ferris

The Book and Bake sale will be held September 12-14 and the Friends are looking for books and baked good contributions. You can bring book donations to Emily.

New Business/Public Comments

Lloyd asked about the expiration dates for our leases with Galvan. The main library space (aka drill shed) lease expiration year is 2046. He also asked about updating the Director's job description as per note in prior minutes. We'll update that once we have the new Assistant Director in place.

Lloyd asked about the foundation grants as the highlighted grants in the report didn't match the full amount noted in the report. Emily clarified that there was an \$11,000 unrestricted grant from the HRBT Foundation that was accidentally not included in the Treasurer's report.

Motion to adjourn was made at 7:08 pm by Joseph Ferris and seconded by Sean Gillaran. Vote to adjourn was passed unanimously.

Jim Kelly, 08/21/25
Recording Secretary

September 18, 2025
Date of approval