



Board of Trustees Monthly Meeting

Date: 1/15/2026

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, Sean Gilleran, Kellen Henry, Sharon Javna, Ryan Kelly, Jared Muehlbauer, Carol Pledger, Kelley Robinson, and Sherry Jo Williams.

Excused: Heather Thiry

Absent: n/a

Staff Attending: Emily Chameides (Director),

Others Attending: Diana Gavales, Lloyd Koedding

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

A motion to approve the December minutes was made by Dani French and seconded by Patty Brennan. The vote to approve minutes was unanimous.

Reports

President's Report: Gary Sheffer

Gary noted he will be in touch with the Long Range Planning regarding meeting and progressing with the committee strategy and goals and thanked Kellen for supporting the committee's development. Gary noted that the Board has a meeting with Bard representatives January 16 regarding the building ownership transfer process and that he will inform the Board if he learns anything new from that meeting. Gary and the Board agreed to plan to have a retreat on Saturday, March 7 at 10am.

Regarding 2026 officers and new slate of trustees, Gary noted that if anyone has interest in becoming a Board officer to let him know, though the four current officers have agreed to continue in their roles, and to please also share any interest in serving as a committee chair. Gary, Emily, and Hudson Mayor Joe Ferris plan to meet to explore potential opportunities to reach a long term solution for the Armory building and note that there are still many unknowns about the Armory sale and ownership transfer process.

Treasurer's Report: Patty Brennan

Through December, we collected 120% of our annual budgeted operating income and spent 85% of our budgeted operating expenses. In income, total receipts were \$27,206 for the month. Notable in income for the month, in Fundraising Events, \$3,336 for merchandise (primarily History Room products at Farm & Flea), and for the Ghostly Gallop - two sponsor contributions totaling \$3,545. Total expenses were \$74,057 for the month. Notable in expenses for the month was utilities - (3rd Quarter billing from Galvan Civic I, Inc.), Electric \$1,751, Telephone \$457, and Water & Sewer \$1,539.

Patty shared the budget report for 2025 including the profit and loss detail for the month of December.

A motion was made to approve the Treasurer's Report by Dani French and seconded by Miranda Barry. The vote to approve the report was unanimous.

A motion was made to approve the Profit & Loss Detail for December 2025 by Kellen Henry and seconded by Miranda Barry. The vote to approve the report was unanimous.

Proposed 2026 Budget: Patti highlighted several items in the proposed 2026 budget. Patti noted that as best practice in the proposed yearly budget we need to be conservative and not assume receiving funds that are not guaranteed and to include projected cost increases when likely. Patti noted that we may come up with a capital project budget, separate from the operating budget, for future furniture costs. Patti noted that she went through the proposed budget with the Finance Committee and asked the Board to continue to look through this budget over the next month. The Board will vote on approving the 2026 budget in February and on ratifying the 2026 budget in March. Emily noted that the proposed 2026 budget splits out public funds (State grants and aid are now listed separately from County and local municipal funds). Emily also noted that the proposed collections cost increase of 10% this year is due to rising costs and demand for e-resources.

Proposed Internal Controls and Financial Accountability Policy Update: The proposed updated policy sent to the Board was presented to the Finance Committee and includes increased clarity, segregation of duties, and definitions of who is assigned to specific financial accountability processes and tasks.

A motion to approve the updated Internal Controls and Financial Accountability Policy was made by Sean Gilleran and seconded by Jared Muehlbauer. The vote to approve the updated policy was unanimous.

Director's Report: Emily Chameides

We received around 30 applications for the Assistant Library Director position and Emily will be reviewing those and scheduling initial interviews in the coming weeks. Emily is starting a two-year term as Chair of the Columbia County Libraries Association and continuing serving as Secretary for the MHLS Central Library / Collection Development Advisory Committee. Emily will be diving into the Annual Report preparation in February, with support from Tracy on the program stats end; the report is due to the Library System, who then submits to the State, sometime late February. Emily noted some upcoming CCLA program offerings. Emily thanked the board for completing their trustee education in a timely manner in 2025.

Gala Committee: Jessica Almeleh-Frazer

Jessica spoke with the Caboose coordinator and discussed event capacity and seating options with the board. Jessica requested a wine tasting and the Caboose is happy to accommodate that. The Caboose would like a 50% deposit for the date. The Board requested that we put a deposit down for the event date for 172 guests that could be seated indoors. Jessica noted that the Gala is planned for Friday September 18 and Emily noted that we have a few potential honorees in mind for the event.

Board Development: Sean Gilleran

Sean noted that we will have four open seats on the Board for the upcoming term. The committee will get together next Tuesday at 6pm via Zoom to discuss our process for recruiting new trustees in this term and will put together a plan of action to share with the Board in February. Sean also noted that after our March Board meeting it would be nice to have an informal gathering/happy hour after the meeting to thank outgoing trustees.

History Room Committee: Gary Sheffer

Gary noted that the committee is focused on the March exhibit, the Patriots of Hudson, describing individuals

who served in the Revolutionary War from the area. The exhibit will include stories about their lives before, during, and after the revolution. The exhibit will include photos of tombstones from the Hudson Cemetery and includes contributions from many History Room members. Gary noted a plan to have a simple short opening reception March 24 for the exhibit. Gary also noted that the History Room has been receiving more volunteers and more demand for services and donations from the community.

Fundraising Committee: Miranda Barry

The Fundraising Committee met to organize for 2026 and noted a plan to do an event in April or May that will be free, possibly at the Banque restaurant, a brunch or happy hour over the weekend, that will include a program and request to contribute. The committee requested trustees to plan to bring two guests that we identify as having an interest in the library and who could contribute at any level. The event may include a speaker or musician and more details will be worked out for that.

Kelley is working on updating our contact management system so that we have all new 2025 donors included and on a form letter for donors that can be automatically generated and include a link to the library newsletter within it. Miranda noted an initiative to send personalized thank yous to donors and a summertime event in which we write thank you notes to individuals involved in supporting the library.

Dani noted that Blind Date with a Book is planned for February (donated books wrapped with an enticing description of the book and made available in various Hudson businesses for a suggested donation of \$5 or more). Dani signed up trustees to help with wrapping books and covering 2-3 businesses (keeping them in stock with books). Blind Date with a Book is a nice way to engage businesses and offer a new way to sponsor and support the library. Dani will work with Emily to set up a book wrapping day for trustees and other volunteers. If you have books to offer you can bring them to the library.

Ghostly Gallop: Ryan Kelly

Ryan added the race date (October 25) to the Trustee Calendar and Ryan and Dani will start outreach for various items starting in early February. Anyone interested in helping lead this committee, please reach out to Gary.

Programming Committee: Kellen Henry

Kellen noted a few upcoming new events of note: a Flower Fresco Exhibition Opening on January 29, Cooking Up Community February 9, and fresco painting workshops in February, all led by Maryna Bilak. The flyering and community calendar posting efforts are ongoing with more efforts to come.

MHLS Advocacy Ambassador Update: Jared Muehlbauer

Jared will send an email out to the board with advocacy information. Jared noted that at the federal level there is currently a motion towards funding for the rest of 2026 with IMLS funding included (proposed at a slightly lower level this year). Jared noted that you can call your federal representatives and senators and that he will send out more info. At the state level, Jared noted that the governor did veto the Freedom to Read Act and released an executive budget including funding for libraries. NYLA has a few advocacy efforts this year that Jared will email out. Library Advocacy day is February 3 in Albany. If interested in joining Jared, please let him know. You can sign up online and there will be an orientation briefing meeting via zoom on the 23rd at 10am prior to the Advocacy day.

Friends of the Library: Emily Chameides

Emily noted that the Friends have not held a meeting since our last meeting and that their book and bake sale is coming up in March; books can be donated and you can also donate baked goods closer to the event.

New Business/Public Comments

Lloyd Koedding requested that his comments be accurately represented in detail in meeting minutes. Lloyd noted that he shows up to meetings and hopes his contributions are well received and that they are offered with a good heart. Lloyd noted that the implementation of the three hours of continuous computer usage policy does not automatically extend into the third hour properly and that he has noted that to Paul. Lloyd advocated for a 9 am library opening time and stated his belief that there are sufficient funds to allow an earlier opening time.

Motion to adjourn was made by Sherry Jo Williams at 7:10 pm by and seconded by Jessica Almeleh-Frazer. The vote to adjourn was passed unanimously.

Jim Kelly, 1/15/26	2/19/26
Recording Secretary	Date of approval