



Board of Trustees Monthly Meeting

Date: 03/19/2026

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, Sean Gilleran, Kellen Henry, Sharon Javna, Ryan Kelly, Carol Pledger, Heather Thiry, and Sherry Jo Williams.

Excused: Wesley Brown, Jared Muehlbauer, Kelley Robinson.

Staff Attending: Emily Chameides (Director)

Others Attending: Katie Konigsberg, Kyla Campeta, Jill Turner, Michael Grisham

The meeting was called to order by Gary Sheffer at 06:01 pm. He welcomed trustees and guests. Guests introduced themselves and noted their presence observing the meeting due to their interest in joining the board.

A motion to approve the February minutes was made by Carol Pledger and seconded by Patty Brennan. The vote to approve minutes was unanimous.

Reports

President's Report: Gary Sheffer

Gary made a motion that the board go into Executive Session to discuss real property (confidential information related to the Armory building property).

A motion was made to enter into Executive session by Gary Sheffer and seconded by Jim Kelly. The vote to enter into the Executive Session was unanimous.

A motion to end the Executive session was made by Miranda Barry and seconded by Jim Kelly. The vote to close the Executive Session was unanimous.

Treasurer's Report: Patty Brennan

Through February, we collected 63% of our budgeted operating income and spent 13% of our budgeted operating expenses. In income, total receipts were \$561,786 for the month.

Notable income for the month includes: In Public Funds, from Local Municipalities, a total of \$497,200: from City of Hudson \$400,000, Town of Greenport \$95,000, and from Town of Stockport \$2,200.

In Public Funds, in State Grants & Aid, a total of \$55,611: NYS Council of Arts \$49,500, Mid-Hudson Library System \$6,111. In expenses, total expenses were \$57,887 for the month. Notable expenses for the month

include: Utilities \$3,771.37, National Grid: Electric \$2,548.38, and National Grid: Gas \$1,222.99.

A motion was made to approve the Treasurer's Report by Sean Gillerand seconded by Sherry Jo Williams. The vote to approve the report was unanimous.

A motion was made to approve the Profit & Loss Detail for February 2026 by Miranda Barry and seconded by Aaron Able. The vote to approve the report was unanimous.

Director's Report: Emily Chameides

Emily and Tracy have started conducting second round interviews for the Assistant Library Director position; final second round interviews will be conducted early next week.

The annual report software portal has still not been unlocked by the State, but Emily will be preparing the Annual Report as soon as the portal opens. Please see the report for Advocacy reminders and training reminders.

Emily noted that the automatic door system has not been working (magnetic system) and the building management is looking at significant part replacement or system replacement and expect 3-4 weeks to be able to resolve the automatic door functionality.

Programming Committee: Kellen Henry (in place of Kelley Robinson)

April 11th a Jazz Quartet will be here from Noon-1pm in the Community Room.

Board Development Committee: Sean Gilleran

Sean thanked everyone who participated in board recruitment and outreach and SJ, Ryan, and Wesley for their contributions to the library. Sean noted that in the next month's meeting we as board members will decide the committees we would like to serve on and that we will have a vacancy for the Ghostly Gallop Committee chair.

Fundraising Committee: Miranda Barry

Miranda noted discussing and approving a scope of work for consultant Barbara Klassen. Donor management/communications and telling/writing our story are two areas that Miranda and the Fundraising committee will focus on in the retreat and generally. Sharon noted that we are considering using Banque as the venue for our spring event potentially on Sunday afternoon May 31st starting at 5pm.

History Room Committee: Gary Sheffer

Gary noted that the opening event for the Revolution was well attended and successful and included community members introducing Patriots and will include digitizing the Community room materials from the exhibit and then sending it to the Daughters of the Revolution space.

Gala Committee: Jessica Almeleh-Frazer

Jessica gave an overview on progress for nominees for the Gala, ticket pricing, sending out the save the date for the Gala event, seating options, sound system set up, and more.

Long Range Plan Committee: Gary Sheffer

We have identified individuals to speak with in the community and have developed questions to ask during the turning out process over the next 6 months. We plan to have drafted a long range plan to present to the Board by the end of November for Board discussion and consideration. Please feel free to let Gary know any suggestions for individuals/organizations to speak to during our turning out process to update our long range plan.

Ghostly Gallop: Ryan Kelly

Ryan is going to continue to assist this year with the Ghostly Gallop logistics and project management. Ryan noted that this year teamwork will be needed to prepare the Gallop and that the Library staff can help with Social Media and the Donor Management team can help with donors for the Ghostly Gallop. The Gallop is in good shape and the main work for the Committee to prepare for the event will occur starting in June and July.

Friends of the Library: Emily Chameides

The Friends of the Library raised \$2,200 dollars in their last Book and Bake Sale. The Board discussed the strategic value of supporting the Library with Grant Writing.

Public comment

None

Motion to adjourn was made at 07:02 pm by Dani French and seconded by Aaron Able. The vote to adjourn was passed unanimously.

Jim Kelly, 03/19/26	4/26/26
Recording Secretary	Date of approval