

**Claverack Free Library**  
Monthly Meeting of the Board of Trustees  
Tuesday, October 20, 2015

**Trustees Present:** Jane Case, Alice Platt, Jennifer Post, Susan Roberts, Vicki Rosenwald, Mike Sullivan, Mario Verna, Mary Elizabeth Vincent, Marion Vosburgh

**Trustees Absent:** Stephen King, Maryanne Lee

**Also Present:** Thea Schoep, interim library director and Rebekkah Smith Aldrich, Coordinator for Library Sustainability, Mid-Hudson Library System

The regular monthly meeting of the Board of Trustees convened by president Jane Case at 5:00 p.m.

1) Review of minutes –

**Motion to approve the minutes of September 15, 2015, made by Michael, second by Alice. Motion carried.**

2) Treasurer's report – Submitted by Susan

A condensed reporting of income/expenses statements was submitted and it was agreed by the board that this is sufficient for monthly meetings. Marion will continue to create more detailed reports and make them available upon request.

Mary Elizabeth reported donations to the operating budget received since last meeting totaled \$575 - \$4,558 since April 2015 (the approximate date of the spring appeal).

3) Report of the Library Director – Submitted by Thea

Jane congratulated Thea on her successful application to the ALA for a grant to work with at-risk students through the HCSD's Bridge program in Hudson. She will travel to Chicago for paid training from November 15 - 17 and will finalize her time away with the personnel committee.

Thanksgiving Challenge: Thea encouraged trustees to find at least two supporters to write letters to the editors of local papers to voice their appreciation for libraries and all they do for our communities.

4) Chapter 414 report – Susan

Susan reminded trustees that the list of registered voters is at the library and trustees are encouraged to initial those whom they are willing to call to remind them to vote in support of the referendum. All are to meet from 3 to 5 p.m. on Sunday, November 1<sup>st</sup> at Jenny's house.

Jane reported that our strategy is to reach out to known supporters of the library to encourage them to vote for the increase. She also shared that she encountered some opposition to any increase in town taxes, mostly in Mellenville and Philmont areas.

Rebekkah explained that an increase need not be figured into the Town of Claverack's formula to remain below the 2% tax cap, if the library trustees and vote to override (see below motion). Rebekkah urged the board to do everything in its power to assure a positive vote.

There was a dialogue between Susan and Rebekkah re: filing of paperwork for the requested tax increase. Rebekkah mentioned a meeting she had with Sally and Susan where she identified paperwork needing to be filed by the library to NYS and not to the town or by the town on behalf of the library. Susan responded that all paperwork was properly filed.

**Motion: Whereas, the adoption of the 2016 budget for the Claverack Free Library & Reading Room Association, Inc. may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3- c adopted in 2011; and Whereas, General Municipal Law Section 3- c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Claverack Free Library & Reading Room Association, Inc. voted and approved to exceed the tax levy limit for 2016 by at least the sixty percent of the board of trustees as required by state law on October 20, 2015.**

**Motion made by Alice, second by Jane. Motion carried unanimously (Jane Case, Alice Platt, Jennifer Post, Susan Roberts, Vicki Rosenwald, Mike Sullivan, Mario Verna, Mary Elizabeth Vincent, Marion Vosburgh voting “yes”).**

Rebekkah emphasized that the library, staff and trustees are not permitted to ask the public to “vote yes” to this proposal. Further, all written material such as FAQ’s and talking points must include a line stating that they are paid for by volunteers of the library. Jenny will work revise our FAQ’s and a shorter-message palm card accordingly.

It was agreed to send an email message to our list (via MailChimp), as well as a letter to the editor of two local papers, and a press release. Vicki will contact Debby Mayer at the Columbia Paper and Thea agreed to speak to Katie K at the Register Star for advice on timing.

#### 5) Review of Fall Book Festival – Submitted by Mario

Jane thanked Mario for the detailed reporting of the event. Marion mentioned that she spoke to book seller Ernest Luciano, who is now back in business and may be interested in picking up all unsold books in the spring.

#### 6) Search Committee --

Susan reported that the committee received four responses to the director opening, including Thea’s. Two had little or no experience, the third had no local connection. The committee felt that Thea rose to the top of the list for a number of reasons. Further, the committee felt that this was a clear, open and objective search process.

**Motion made to offer Thea the position of library director with an increase in compensation to \$28,500, effective November 1, 2015. It was agreed to review her salary and reflect the change in the 2016 budget. Motion made by Susan, second by Michael. Motion carried.**

Michael mentioned that the board should keep pace with the market value of salaries in order to stay competitive. Rebekkah concurred that this is necessary to retain good staff such as Thea.

Thea accepted the position and a release will be sent to the papers after all candidates are notified. Congratulations to Thea!

#### 7) Nominating Committee – No report

Jenny reported that the committee has a short list of potential trustees and hopes to make a recommendation to the board by November.

#### 8) Committee Reports –

##### A) New Building – Report distributed at meeting by Mike

i. Asbestos abatement – **Motion made to accept the lowest bid to commence this work as soon as possible. An additional \$2,000 fee must be paid to NY State. Motion made by Vicki, second by Marion. Motion carried.**

ii. The committee solicited and received a proposal from local architect, Linda McNutt, a library patron who has served on the new library committee in past years. The committee has asked Linda to make a brief presentation on the services she can provide, and review the proposal she has submitted. We will ask her to explain what she anticipates the process looks like moving forward, and to address any questions the board may have at the November Meeting. Afterwards, as part of the Building Committee Report, the committee will ask the board to consider and approve Linda's proposal.

B) Capital Campaign – Submitted by Jenny

Thanks to help from Rebekkah, we were able to successfully submit a revised DLD application. Notification should come by Thanksgiving, although the money will not be paid for nearly one year. There are adequate funds on hand to commence the next phase of improvements to the building.

C) Buildings & Grounds –

i. Thea reported that Bill Pierson has stepped up to help with this committee, as well as Martin Baumgold.

ii. She continues to look for someone to provide snowplowing services and should have a recommendation in coming weeks.

iii. The furnace is leaking and it is hoped that Valley Energy can make necessary repairs.

D) Communications/Technology – No report

E) Programs – Submitted by Vicki

Vicki reported that Nancy Fuller (Ginsberg) will come to sign her cookbook on 11/2 at 7 p.m. Medicare 101 will be held on 11/19 at 5:30 p.m. Thea has planned "Songs and Stories of the Strange and Macabre" for 11/20/15 at 7p.m. And Bob and Joanna Titus will share their expertise of "The Hudson Valley in the Ice Age" on 12/13/15 at 2 p.m. The latter will be paid an honorarium of \$100.

F) Fundraising – Jenny

Jenny reported that a Musical House Party with the Broad Street Chamber Players will be held at the Claverack home of Lisa Vahradian and John Tillotson on Saturday, January 23<sup>rd</sup> (with a snow date on January 30<sup>th</sup>). It was recommended that there be less food supplied this time.

G) Personnel –

The committee will meet with Thea in coming weeks.

9) Old Business – No old business

10) New Business –

A) Thea asked for help making binding labels.

B) Rebekkah mentioned that Karen Garafalo, director of the Philmont Library, will retire next year and suggested that we be thinking about ways to increase cooperation for future funding proposals (414's).

B) Jane thanked Rebekkah for taking the time to attend this meeting and for all her help and advice.

Meeting adjourned at 6:44 p.m. **Motion made by Mike, second by Marion. Motion carried.**

**NEXT REGULAR BOARD MEETING WILL BE HELD ON TUESDAY, NOVEMBER 17, 2015, at 5 p.m. at the library.**

~ Submitted by secretary Jennifer Post