

Claverack Free Library
Minutes of the Monthly Meeting of the Board of Trustees
Tuesday, March 21, 2017

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

Also Present: Thea Schoep, Library Director & Laura Miller

The regular monthly meeting of the Board of Trustees convened by president Jane Case at 5:01 p.m.

1) Consensus Agenda –

A single motion to approve the minutes of February 21, 2017, Treasurer's Report, and Director's Report made by Vicki, second by Mario. Motion carried.

Minutes – Attached

Treasurer's Report & condensed income & expense statement (with amended version) – Attached

Director's Report – Attached

Friends of the Library – No report

Family Games Night on March 19 was a big success; nearly 50 people attended and voluntary donations of \$51 were received.

2) No public forum

3) Nominating Committee –

The board introduced themselves to Laura Miller. Laura briefly shared her background in education, most recently running Perfect 10 After School and her willingness to serve.

Motion to nominate Laura Miller to a three-year term as trustee made by Jenny, second by Vicki. Motion carried unanimously.

4) Committee Reports --

A single motion to approve committee reports – Programs, Technology, An Amended Meeting Room Policy – made by Alice, second by Marion. Motion carried.

Buildings & Grounds – No report

Communication – No report

Programs – Report submitted by Vicki and attached

Vicki requested help with the Korean Culture program at the Won Dharma Center on April 9th. Thea and Susan agreed to help. (Mary Elizabeth will help, too, if she is able.)

Thea mentioned that Steve Race solicited board games from the makers and that the library now has a nice collection of games for future events. Mike noted that the event drew some participants unique to the library.

Policy – Amended Meeting Room Policy submitted by Mario and attached

Capital Campaign –

Prior to below discussion, Jenny updated all on some encouraging news about our member initiative grant through Assembly Member Didi Barrett's office. The requested information has been received by the NYS Assembly's Ways & Means Committee and the application is now complete. No date yet for when the money will be released.

5) Current Building Committee – Stephen

Stephen distributed a report with information to help determine the future of the current building. He contacted Carmi Rapport, who is willing to give us legal advice and suggested that the board hold a special workshop, with Carmi in attendance, to continue to explore possibilities. He

requested that trustees send any additional questions to him for the agenda. Workshop will be held on a date to be determined on a weeknight before the April board meeting.

Stephen also shared two new versions of the new letterhead. No decision was reached.

6) New Library Committee – Report submitted by Mike

i) Mike met with Howard Brandston to discuss at length the lighting package for the new library. The board agreed with Howard and Mike that lighting can create an atmosphere in any building and so is worthy of significant investment. Mike will contact an associate of Howard's for a catalog of light fixtures.

ii) Linda is in the process of meeting with the low bid general contractors for the interior package to explore possibilities to lower costs and be certain that the bids contain the same scopes.

iii) As for the site work package, Mike advised the board that the DOT entrances should be a priority, as we do not want to go through another updated permitting process. He met with Del Signore of Troy and asked them to break out pricing in components. The premium for this approach is in the range of \$18K.

iv) He also met with Colarusso, who has no problem breaking out the DOT curb cuts from the remainder of the project because of the close proximity of Colarusso's plant (in Greenport). Mike wants to be certain that both lower bidders will offer comparable work.

v) The committee will meet when Linda has the interior numbers. It is hoped that the board will make a decision at the April meeting to enter into the two contract packages.

vi) All agreed that the water main work in front of the new library generated a lot of interest from the community and that this will help with future capital campaign fundraising efforts.

7) Referendum 414 – Draft timeline submitted by Susan

i) After a lengthy discussion, it was decided to table the decision about whether or not to be on November's ballot until the April meeting. Considerations include the impact of local political races in November and possible conflicts in messaging with capital campaign efforts underway.

8) Capital Campaign – Report submitted by Jenny

Jenny mentioned that she was encouraged by the board's new energy to help launch the final stages of the capital campaign. The committee will meet in coming weeks to plan solicitation visit strategies and fundraising events.

9) Old Business –

Mario reported that more lighting is needed for the parking area behind the library. Mike and Mario will continue to look into options before the days shorten again in the autumn.

10) New Business –

i) Thea reported that she has applied for a grant through the Berkshire Taconic Community Foundation for English as a New Language (ENL).

ii) She also encouraged trustees to take solicitation letters to sponsors for the Book-It event in May.

iii) Jack Gantzer of the Friends organization has had 24 Spanish-speakers, 2 Russian-speakers and 2-Bengali-speakers express interest in the Language Mentoring Program.

iv) Thea is at work with architects and builders for a Small Free Libraries project.

Motion to adjourn meeting at 6:44 p.m. made by Mike, second by Stephen. Motion carried.

The NEXT REGULAR BOARD MEETING WILL BE HELD ON TUESDAY, April 21, 2017, at 5 p.m. at the library.

~ Submitted by Secretary Jennifer Post