

Claverack Free Library

Minutes of the Monthly Meeting of the Board of Trustees
Tuesday, May 15, 2018

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

Trustee Absent: Jane Case,

Also Present: Thea Schoep, Library Director, David Baylen, Friends Chair

The monthly meeting of the Board of Trustees convened by Stephen King at 5:03 p.m.

1) Motion to approve the minutes of April 17, 2018 made by Vicki; second by Mary Elizabeth. Motion carried.

2) Treasurer's Report – Report submitted by Susan and Marion, attached
Marion reported that there is additional income from Book-It sponsors, the event at Won Dharma Center and new building donations. This will be reflected in the next report.

3) Director's Report – Report submitted by Thea and attached
A) Thea will meet with the new publicity assistant Camilla Trischetti who will work remotely.
B) Circulation items are up, thanks in part to some homeschooling families. Thea explained that the statistics in her report for holds do not apply to online requests.
C) Storage materials for the local history collection have been ordered. Thanks to Peter Foley for his help.

4) Friends Report –David Baylen (no report submitted)
A) Dave noted that Ed Stoller is a new member of the Friends executive committee.
B) The Friends had a successful book sale weekend and raised \$714 from the raffle of a CSA share from the Farm at Miller's Crossing.
C) The Friends are now gearing up for Book It! 2018 on June 10th.

5) Book Sale –
A) Susan reported that the sale brought in a record \$9,195 before expenses: \$921 from plants; \$922 from food; and \$1,754 from the Friday night preview.
B) Mario thanked everyone for help in making the sale so successful. The trustees thanked him for his leadership.
C) It was agreed to hold a post-book sale gathering at Alice's home on Tuesday, 5/29 at 6 p.m. Laura will order Chinese food from Asian Café and Mike will pick it up.

6) Committee Reports –
A) Special filtering committee –
The committee will lead a workshop on filtering options on Tuesday, June 5th at 5 p.m. at the library. The committee's stated goal is to provide the board with pros and cons of various filter options. A decision may then be made by the board and director.

B) Building & Capital Committee – Report submitted by Jenny and attached
i) Linda McNutt believes that it is possible to move into the new library move by year-end 2019.
ii) Concern for increased costs to operate the new library was voiced. The three-year plan committee is looking into this further, as is the B&C committee.
iii) The B&C committee requested that the Current Property Committee begin outreach to local realtors to explore options for the possible sale of the present library. Stephen agreed to do this.

iv) **Motion to approve Linda McNutt's contract for architectural services from September 1, 2018 to September 1, 2019. Contract attached. Motion made by Alice, second by Mike; motion carried.**

C) Communications/Newsletter –Laura

Laura reported that the summer newsletter is at the printers and that she will pick it up when ready. Mary Elizabeth will provide very clear instructions to stuffing volunteers.

D) Programs – Report submitted by Vicki and attached

Vicki reported there is now a program committee and that it will meet on Thursday, May 17th.

E) Technology – No Report

F) Policy – No Report

G) Nominating Committee – Submitted by Alice and attached

i) Alice reported that one potential candidate for the board has asked for additional time for training for a new job.

ii) **Motion to nominate Meredith Arto-Winch to a first three-year term in June made by Vicki, second by Marion. Motion carried.**

iii) One present trustee (yet to be determined) will step off the board. This will assure that terms will be staggered; five trustees are completing their third terms in 2020. Susan will speak to Jane to ascertain her interest in continuing to serve.

iv) The following slate of officers was proposed by the committee, with no additional nominations:

President – Stephen King

Vice-President – Mario Verna

Treasurer – Susan Roberts

Secretary – Jenny Post

A motion was made to accept the slate of officers to be voted upon at the June meeting. Motion made by Alice, second by Laura. Motion carried.

H) Buildings & Grounds Committee – Report submitted by Alice and attached

Alice reported that a successful clean-up day was held last month. Thanks to Roland Vosburgh, Chris Post and Mary Elizabeth for their help.

6) Public Forum – No public present

7) New Business –

Due to a number of conflicts, **a motion was to change the annual meeting to Tuesday, June 12th. Motion made by Alice, second by Laura. Motion carried.**

Motion to adjourn the meeting at 6:07 p.m. made by Laura, second by Marion. Motion carried.

NOTE THE DATE CHANGE FOR THE NEXT REGULAR BOARD MEETING TO TUESDAY, June 12, at 5 p.m.

~ Submitted by Jennifer Post