

The Claverack Free Library

9 Route 9H, Claverack, NY 12513

Annual Meeting of the Board of Trustees

June 16, 2022

Trustees Present: Mame Bradley, Audre Higbee, Stephen King, Julie Nack, Jenny Post, Susan Roberts, Vicki Rosenwald, Michael Sullivan

Absent: Stephanie Keyser

Also Present: Thea Schoep, Library Director; Alice Platt, Representative of Friends; Sue Soltano; Bill Philip

1) The meeting was called to order by President Stephen King at 6:00 p.m.

2) Minutes of the board meeting of 5/17/22 were approved. Motion to approve made by Jenny, second by Mike. Motion carried.

3) Treasurer's Report – Susan & Marion (report and financial statements submitted).

i) Susan reported that the library received a check for \$15,000 from the Town of Claverack (ARPA funding), which will be put toward expanding parking for the original library building.

ii) The Two of Us Productions donated \$200 to the library in thanks for providing a space for their recent theatrical production.

iii) Susan received a quote for insurance coverage from Fingar Insurance. The board agreed to follow her recommendation to go with Fingar in order to consolidate our policies, providing that the quote is not more than 5% more than the current policy.

iv) Stephen mentioned that the Town of Claverack is considering extending their lease arrangement for court services in the original library building. Susan and Stephen will review the status of improvement expenditures to meet the court requirements.

4) Director's Report – Thea (report submitted)

i) Thea reported that the Children's Foundation of Columbia County has approved a grant of \$3,300 for 30 sessions for children's musical story time.

ii) In general, grants are up for the year.

iii) To date, 20 children have signed up for the Summer Reading Program.

iv) The Bank of Greene County has provided a grant of \$1,000 toward the seed library as part of the sustainability program.

v) The library will be open on Juneteenth and will have story kits available for families.

vi) Julie and Thea met with John Metz who will be asked to join the library as building and grounds support (title to be determined). He will be paid on an hourly basis for five hours monthly (as previously approved by the board).

5) Friends Report – Alice (no report submitted)

i) Alice reported that the Friends will purchase a podium to be built by QUESTAR during the 2022 fall semester pending board approval. The board agreed to proceed.

ii) **Motion to approve a donation from the library for \$250 to match \$250 from the Friends for a luncheon to acknowledge library volunteers (date to be determined). This funding will be rescinded if the luncheon is not held. Motion made by Stephen, second by Mike. Motion carried.**

iii) Alice proposed the possibility of adding vendors to the fall book sale. After discussion, a decision was tabled.

iv) Jenny suggested that the library host a town-wide tag sale sometime in the future.

6) Committee Reports

A) Nominating –

i) Sue Soltano of Taghkanic introduced herself. She and her daughters (ages 15 and 18) are library users. She is also a part-owner of a family business and a member of the Taghkanic Fire Company. Between these commitments, she allowed that her schedule may be limited at some times of the year, but feels that she'd like to give back to our library because of all that it gives her family. **A motion was made to nominate Sue Soltano to a three-year term on the board of trustees. Motion made by Vicki, second by Julie. Motion carried.**

ii) **A motion was made to accept – with reluctance and thanks – the resignation from the board of Mike Sullivan, effective at the close of this meeting. Motion made by Stephen, second by Mame. Motion carried.**

iii) **Hearing no nominations from the floor, a motion was made to accept the following slate of officers for the coming year:**

President – Stephen King

Vice-President – Audre Higbee

Treasurer – Susan Roberts

Secretary – Jenny Post

] Motion made by Vicki, second by Mike. Motion carried.

B) Buildings & Grounds – Julie (detailed report submitted)

i) The permit for parking lot drainage work was delivered to DOT. She now awaits approval by email.

ii) Julie presented varied quotes for the roof ladder (with three choices of materials). Mike suggested that Julie clarify whether a safety line is needed with the Claverack Building Inspector. **A motion was made to approve the expenditure for a galvanized roof ladder for the quoted price of \$8,900. Motion made by Mike, second by Stephen. Motion carried.**

iii) Pergola: Julie shared the quoted price by Callendar’s Nursery to construct a pergola - \$11,500 for construction; \$6,400 for materials. **A motion to proceed with this project was made by Vicki, second by Mike. Motion carried.**

C) Communications

Jenny asked that everyone who carried petitions for referendum 414 submit any objections encountered when asking town voters for support. The communications committee will then develop a response to help clarify any public misconceptions tied to library funding and finances.

D) Development – Mame and Jenny (report submitted)

i) Jenny reported that 338 signatures were collected on the 414 petitions. The following **motion to accept these signatures was made by Jenny and seconded by Audre:**

A RESOLUTION OF THE BOARD OF TRUSTEES

OF THE CLAVERACK FREE LIBRARY AND READING ROOM ASSOCIATION, INC.

A meeting of the Board of Trustees of the Claverack Free Library and Reading Room Association, Inc. was held at 6 p.m. on the 16th day of June 2022.

The following Trustees were present, constituting a quorum of the Board: Mame Bradley, Audre Higbee, Stephen King, Julie Nack, Jenny Post, Susan Roberts, Vicki Rosenwald, Michael Sullivan

The following motion was made, seconded and unanimously carried:

WHEREAS, there has been presented to the Board of Trustees of the Claverack Free Library and Reading Room Association, Inc. a petition signed by qualified voters of the Town of Claverack in a number exceeding ten (10%) per centum of the total number of votes cast for Governor in the Town of Claverack at the last gubernatorial election, asking that the following question be placed upon the ballot and voted on at the next general election of the Town of Claverack on the 8th day of November 2022:

SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF CLAVERACK FOR THE OPERATING BUDGET OF THE CLAVERACK FREE LIBRARY AND READING ROOM ASSOCIATION, INC. BE INCREASED BY TWELVE THOUSAND -FIVE HUNDRED (\$12,500) DOLLARS TO THE SUM OF EIGHTY-SIX THOUSAND (\$86,000) DOLLARS ANNUALLY,

and

WHEREAS, the endorsement of this Board of Trustees of the Claverack Free Library and Reading Room Association, Inc. is required before such question may be placed upon the ballot

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby endorses the petition presented to it and directs that the following question be voted on at the next general election of the Town of Claverack:

SHALL THE ANNUAL CONTRIBUTION OF THE TOWN OF CLAVERACK FOR THE OPERATING BUDGET OF THE CLAVERACK FREE LIBRARY AND READING ROOM ASSOCIATION, INC. BE INCREASED BY TWELVE THOUSAND - FIVE HUNDRED (\$12,500) DOLLARS TO THE SUM OF EIGHTY-SIX THOUSAND (\$86,000) DOLLARS ANNUALLY.

Thereupon the resolution was passed by a vote of eight (8) in favor, none (0) opposed.

The undersigned, Secretary of the Board of Trustees of the Claverack Free Library and Reading Room Association, Inc. hereby certifies that the above is a true copy of a resolution passed by the Board of Trustees of the Claverack Free Library on the 16th day of June 2022.

Jennifer F. Post
Secretary

ii) Stephen encouraged all trustees to review the action points in the Three-Year Strategic Plan to see if any significant actions have been missed.

E) Human Resources – Audre

Audre reported a need to flesh out the library's policy regarding the public postings of job openings. She will draft a more specific policy and work with Stephen and Thea to bring it to the board.

F) Programs – Vicki (detailed report submitted)

i) Vicki reminded the board that the opening of the Columbia County Photography Club show is on Saturday, June 18.

ii) Also, a reading will be held on July 6 at 6:30 with Berkshires author Carolyn Brancato, *The Night Belongs to the Maquis*, a story about the French Resistance smuggling allied pilots across the Pyrenees.

G) Policy & By-Laws – Audre - No report

H) Technology – Mario (report submitted)

Thea reported that a basket to hold tech-related instructions has been installed inside the tech closet. Trustees are encouraged to learn the system.

I) History Committee – Julie

Ten people attended Patricia Powers' genealogy program.

7) Public Comments –

Bill Philip noted that the library work to reach those unable to come to the library during current open hours, perhaps by adding more night-time hours. Thea responded that we had little to no traffic when we were open until 8 p.m., but it was agreed that this is something to revisit periodically.

The meeting adjourned at 7:35 p.m.

NOTE: The next meeting of the Board of Trustees will be held on: Thursday, July 21, 2022, at 6 p.m.

~ Submitted by Jenny Post, Secretary