

The Board of Trustees of Red Hook Public Library

July 29, 2021

Present: Josh Bardfield, Cecilia Cortina, Beth Goldberg, Amy Husten, Dawn Jardine, Don O'Shea

Absent: Sally Dwyer-McNulty

Guest : Trish Danzic

Beth brought the meeting to order at 7:05 PM.

- I. Secretary's Report -- Don made a motion to accept the Secretary's Report; Amy seconded; 5-0 approval.
- II. Treasurer's Report – Financials remains stable. The Board discussed an increase in exterior maintenance, PayPal fees and taxes. Phantom Gardener's expenses were discussed and the Board considered the possibility of seeking other bids. The balance sheet is in good shape with Assets at slightly less than \$1,000,000. It was noted a county grant of \$50,000 was made to the Library to support projects for children and teens. Noted some part of the grant will likely go towards fixing the floor of the Children's Library. Also noted past error in depreciation had been corrected this month in a journal entry. Don made a motion to accept the Treasurer's Report; Josh seconded; 5-0 approval.
- III. Director's Report – Dawn reported most patrons are complying with COVID protocols . Circulation has been consistent although there is much more circulation of digital materials which is more expensive to maintain. Pool passes are extremely popular and the Teen Takeover program has been a great success. Beth suggested that it would be interesting if staff and patrons could give short presentations to the Board on various programs Amy suggested we also invite funders to those presentations. Josh made a motion to accept the Director's Report; Cecelia seconded; 5-0 approval.
- IV. Committee Reports
 - a) Fundraising – Amy reported on the Fundraising activities. The Scavenger Hunts have ended and winners notified of their prizes. The Library received approximately \$750. Reported it was a lot of work but worth the good will it generated. Suggested we might do another hunt in connection with Town-wide events or as a non-fundraiser for in-house activities. Beth motioned to accept the report, Cecelia seconded. Motion passed 5-0.
 - b) Policy – Beth made a motion to accept the Lending Rules Policy to reflect final edits made during discussion period. Josh seconded; passed 5-0. Amy made a motion to accept the Patron Code of Conduct to reflect final edits made during discussion period. Beth seconded; motion passed 5-0
 - c) Board Development – Current meeting time needs to be rescheduled, will meet before August Board meeting.
- V. Public Comment- Welcome to Trish Danzic who has submitted an application for the open Board seat. Each Board member introduced themselves and spoke a little about their background and why they serve on the Library Board.
- VI. Action Items
 - a) Warrant – Don made a motion to approve the Warrant; Josh seconded; 5-0 approval.
 - b) Alcove Repair – Still waiting for all bids to be received. Agreed the Finance Committee will make a proposal on how to cover costs and select a vendor. Options will be presented to the Board next month.
 - c) Non -waiver agreement – Don will sign for insurance purposes.
 - d) Lending rules Policy – see above
 - e) Patron Code of Conduct – see above

VII. New Business

- a) Children's Alcove – see above
- b) Trustee Applicants – Trish Dantzic as submitted her application and agreed to serve on the Fundraising Committee.
- c) Trustee Education – reminder to sign up for Mid-Hudson on line Book Club for Trustees.
- d) Access Points – The Library's service is not working well; Dawn will request a quote from the company that installed the service at the Town Rec Park.

VIII. Old Business

- a) Bank Account signatures – Don and Sally are now signatories on the bank account.

Beth motioned to adjourned the meeting at 8:50 PM., Josh seconded. The next Library meeting will be on Thursday, August 19 at 7 PM. Josh will lead the meeting.

Minutes respectfully submitted by Amy Husten