

The Board of Trustees
Red Hook Public Library
April 21, 2022

DRAFT MINUTES

Present: Josh Bardfield, Sally Dwyer-McNulty, Beth Goldberg, Amy Husten, Dawn Jardine, Don O'Shea and Sarah DeVeer

Absent: Trish Dantzic

Visitor: Frank Stoppenbach

Don brought the meeting to order at 6:35 PM.

- I. Secretary's Report - Sally made a motion to accept the Secretary's Report; Sarah seconded; 7-0 approval.
- Treasurer's Report-Total Assets are currently at \$1,159,362.35.
 - Programs supplies are up from the prior year due to the return of in person programming.

Don made a motion to accept the Treasurer's Report; Sarah seconded; 7-0 approval.

- II. Director's Report – Please see attached report. Dawn need to add approximately \$1000 in next year's budget to pay for software licenses which have previously been free of charge Bids on the roof replacement are due tomorrow. Dawn and Amy met with D-Cor design group to review final plans for the children's library redesign. A Finance sub-Committee will be schedule din eth future to discuss what metrics should be used to evaluate programs and attendance.

Josh made a motion to accept the Director's Report; Beth seconded; 6-0 approval.

III. Committee Reports

- a) Fundraising Committee – Plans and scheduling for lobbying for 259 funding have been finalized. Lawn and Banner signs are ordered, waiting for them to arrive. Sarah and Trish finalized social media campaign. Mini annual report will be available at the front desk and at all programs and presentations. Planning for a Fall event will begin after the May 17 budget vote.
- b) Policy Committee – Draft FOIL policy presented to the Board. Dawn spoke to a lawyer to clarify “when a FOIL request is received”. Lawyer had minor corrections to the current policy.
- Beth made a motion to accept the FOIL policy, Amy seconded; 6-0 approval.

- IV. Public Comment – Frank Stoppenbach made a presentation regarding funding for healthcare issues and effects of COVID-19.

V. Action Items

- a) Warrant – See attached. Beth made a motion to approve the Warrant; Sally seconded; 6-0 approval.
- b) Annual Report to the Community was well received. See attached.

VI. New Business

- a) New Open Meeting Law- see attached. No action required by the Board. Will be reviewed again at next month's meeting.
- b) MHLS Trustee visit – we will invite them to the May or June meeting.

VII. Old Business

- a) Construction Project – waiting for bids. They are due to be opened on April 22 at 3 PM

- b) Bank Transition – Finance Committee will have a follow up meeting to determine dates to close all Key Bank accounts.
- c) 259 Budget Tour- all set. Amy and Josh will attend the May 10, 2022 meeting instead of Dawn. Beth, Sally and Don will man the Library table during the May 7 Apple Blossom Day Festival. Dawn will circulate talking points to all Board members.
- d) Children’s Library Redesign – construction drawings completed.
- e) Trustee education – note that next year Trustee education will be required for all Board members.

Don made a motion to adjourn the meeting at 7:53 PM; Sally seconded; 7-0 approval.

Minutes respectfully submitted by Amy Husten