

The Board of Trustees
Red Hook Public Library
June 13, 2022

DRAFT MINUTES

Present: Josh Bardfield, Beth Goldberg, Amy Husten, Dawn Jardine, Don O'Shea and Trish Dantzic

Absent: Sally Dwyer-McNulty and Sarah DeVeer

Guests: Barry Ramage, VP Mid-Hudson Library Services and Ric Swierat, President, Mid-Hudson Library Services

Don brought the meeting to order at 6:38 PM.

- Secretary's Report – Don made a motion to accept may's Secretary's Report; Beth seconded; 4-0 approval (note Trish Dantzic arrived after the vote)
- Treasurer's report – see attached reports. Total Assets are currently at \$1,073,682.43 . Items to note include:
 - a) Advertising is 1400% over budget because we unexpectedly needed to post ads for the roof project.
 - b) Salary line is over budget due to an extra pay period that occurs only once every 7-10 years and inadvertently left out of this year's budget.
 - c) All checks have cleared from Key Bank so all funds will be moved to M & T account. \$40,000 will be moved each month form savings to checking to cover salaries and the warrant. After all funds have been moved, Key Bank account will be closed.

Trish made a motion to accept the Treasurer's Report; Don seconded; 5-0 approval.

- Directors' Report – see attached report. Items to note include:
 - a) Pickleball racquets are being purchased. A limited number of daytime beginner classes will be offered to all residents
 - b) AUD is underway
 - c) Preserve NY Grant – \$20,000 one to one matching grants available for exterior restoration and only for institutions that have previously received grants from this funding agency are eligible. RHPL meets all the criteria. Board agreed to ask Khattar to draw up a simple Scope of Work for waterproofing the building foundation. LOI is due by the end of July.
 - d) Liquid Mercury is a company helping get RHPL become certified as a non-profit so we access free Google Software. Deadline is June 27.
 - e) Dawn and Amy met with Tom Hoffay from Kevin Cahill's office regarding an additional \$250-300k needed for repairing the stucco and foundation work. Tom told us that there is no funding at this level available from members' items but suggested we consider bonding with the Dormitory Authority of NYS (DASNY). Tom also suggested we might be in a better position to work with DASNY if we partnered with the Village Board. Dawn and Amy met with Mayor Karen Smythe and asked if they would be willing to help. Mayor Smythe was very supportive and said she's touch base with Kevin Cahill's office to learn more about the possibility. The Mayor also strongly suggested making and appointment with State Senator Sue Serino to see if she could be of any assistance.

Josh made a motion to accept the Director's Report; Trish seconded; 5-0 approval.

- Committee Reports
 - a) Fundraising Committee – See attached minutes.
 - b) Building Committee – Decision was made regarding choice of roof tiles. Original tiles chosen by the contractor are not available and 30% more expensive than a more basic tile. Committee chose to go with the basic tile to have more funding available for other projects and to cover Khattar’s fees. The county has approved funds not used to repair the roof can be used to complete the HVAC work on the main floor of the building. Estimates will be solicited. Notice to Proceed will be issued to the roof contractor within the week and they will be required to start work within 10 days. Work should take approximately 2 weeks to complete and Library will likely need to be closed for a day or two for safety reasons. A building permit needs to be obtained before work can begin.
- Public Comment –On behalf of the MHLS, Barry Ramage thanked the Board for their volunteer work and encouraged everyone to participate in advocacy campaigns for overall Library support. Ric followed up and encouraged us to speak with Senator Serino regarding capital funding since she has been a strong supporter of libraries. He also suggested we talk with Rebekkah Smith-Aldrich to see if she has any additional ideas. On available grants. Lastly, it was noted that as of next year, 2 hours of Board training will be mandatory for all Trustees.

Don asked Barry and Ric if MHLS would be able to issue a bond and the answer was no, they only have access to infrastructure grants and the shared percentage must already be on hand. Don also asked about MHLS’s future initiatives. Barry and Ric answered that the Board is currently working on a definition of “sustainable libraries” and helping to raise the image and knowledge of libraries to individual communities. Lastly, they stated that MHLS is looking at Equity, Diversity and Inclusion (EDI) issues and how they impact member libraries. They are building a knowledge base to share with all members.

- Action Items
 - a) Warrant – See attached. Josh made a motion to approve; Beth seconded; 5-0 approval.
- New Business – HVAC and Foundation previously discussed in above items. 125th Anniversary of the RHPL to be discussed with the Fundraising Committee – all agree work should start soon.
- Old Business – Construction project and Bank transition previously discussed in above items..

Don made a motion to adjourn the meeting at 7:42PM; Beth seconded; 5-0 approval.

Next meeting is scheduled for July 11 at 6:30 PM.

Minutes respectfully submitted by Amy Husten