

## NCFL Board Agenda –March 9, 2021

### **Board Members Present:**

Rick Werwaiss, Randi Walker, Mark Reamer, Kim Grethen, Betsy Winters-Russell, Dale Saylor, Julie Kabat, Judy Albert, Kathleen Turley, Linda Murawski, Liz Smith, and Linda Romeo

**Also present:** Vicki Wills (Library Director), Janet Schnitzer (Columbia County contingent of Mid-Hudson Library System), Jill Leinung (member of Valatie Library Board and Columbia County contingent of Mid-Hudson Library System), Bob Wills, Sue Tanner

- Rick moved to approve February 2022 minutes, seconded by Betsy. All in favor. Motion passed.

### **Nominating & Governance**

- Nominating and governance committee put Linda Romeo forward as a candidate to the Board. All in favor; motion carried.

### **Library Director's Report**

- Clerk position is still open. Vicki interviewed a couple good candidates, but none have worked out. Vicki and library volunteers have assumed responsibilities of the clerk job. She is continuing to work with Diana on publicity.
- Vicki reported that she cannot continue to work on ELIK programs.
- Turning outward program meets tomorrow.
- Vicki provided highlights of the 2021 annual report
  - The number of patrons increased by 6% for a total of 997.
  - Vicki provided an overview to the Board on how the library is funded, the library's service district and why it is a 'free' library.
  - Hard copy book checkouts have gone down but electronic resources have gone up.
  - The library's grand total holdings have increased by 26% due to electronic books.
- Janet Schnitzer discussed the adopt-a-book program that she started in the early 2000s. It gives the adopter the first choice on reading the book. It's been a very popular program.
- Vicki asked the Board to consider removing the COVID mask policy. Judy made a motion to approve; Kim seconded. All in favor; motion passed. Rick asked Vicki to place a notice on the door that says masks are option. Rick will develop a trigger as to when the mask policy is reinstated.

### **414 Campaign**

- The Turning Out Program is underway.
- Judy asked for volunteers to help with the petition drive. Signatures will be gathered, April 1 to May 31. Volunteers must be a registered voters in the Town of Chatham. As a courtesy, Judy will be speaking to the Town Board in May about our Initiative. Judy emphasized that the 414 effort will need as much help as possible.
- Judy presented three resolutions.
  - Resolution: Whereas, the adoption of the revised 2022 budget for the North Chatham Free Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011, and whereas, General Municipal Law Section 3-c expressly permits the Library Board to override

the tax levy limit by a resolution approved by a vote of sixty percent of the qualified Board members; now therefore be it Resolved that the Board of Trustees of the North Chatham Free Library voted and unanimously approved to exceed the tax levy limit for 2022 by at least the sixty percent of the Board of Trustees as required by state law on March 9, 2021. Kim made a motion, Betsy seconded. All in favor; motion passed.

- These additions have been approved by the Finance Committee
  - \$5,000 for a bookkeeper to do work that the Treasurer completed
  - Increase the cost of the website by \$2,100
  - \$3,000 building maintenance for renovation to the ramp and stairs
  - \$2,500 to landscape the fence separating the neighbor
  - \$2,500 to move Vicki's desk to the front of the library with some reconstruction to the new area

Resolution: Whereas, the Finance Committee of the North Chatham Free Library has recommended that the 2022 budget be revised to reflect the hiring of a bookkeeper and expenses associated, upgrade and maintenance of the website and certain capital expenditures; now therefore be it Resolved that the Board of Trustees of the North Chatham Library voted and unanimously approved the revised 2022 budget. Judy made a motion. Rick seconded. All in favor; motion carried.

- Resolution: Whereas, Chapter 414 of the laws of New York State enables libraries to put their budget up for public vote, and voters of the Town of Chatham approved a 414 ballot initiative in 2004 to appropriate \$65,000 annually to the North Chatham Free Library, and

Whereas, Library expenses have increased significantly since 2004, and the Library requires additional funding to cover personnel, maintenance and collection costs that will enable it to meet community needs

Now, therefore: Resolved, that the Library move forward under Chapter 414 to request a \$35,000 increase in the annual appropriation from the Town of Chatham, bringing the total annual appropriation to \$100,000.

Judy made this motion, Julie seconded. All in favor; motion passed.

- Jill discussed that there are bills under consideration that may lower the number of signatures required. The Senate is considering it. Judy mentioned getting signatures also helps with getting out the vote.

### **Long Range Plan**

- A committee is meeting with the church to discuss using the space. It will only cost us \$50 a year to add the church as a rider on our insurance.

### **Finance Committee**

- Our budget is on target. The only changes have been mentioned previously in this meeting. Our budget for 2022 could be \$115,000.
- Rick asked the Board to continue to think about someone for the Treasurer's position.

### **Fundraising Committee**

- Next event is the Pig Roast in June. Dale mentioned bringing Books & Bloom back next year.
- Rick asked for consideration of a cocktail fundraiser end of April, beginning of May.
- Julie mentioned the church would like to know when we have fundraisers so they can open the clothing barn. Paul Herrington at the church would like to receive publicity.

### **Marketing Committee**

- Website - Susanne Trevellyn is pleased with her working relationship with Vicki.
- Dottie encouraged Board members to submit items to Vicki for the blog. Call Dottie if you are concerned about format.

### **Building & Grounds Committee**

- Mark reported that the capital improvement plan is a work in progress.
- Vicki's desk has been moved to the location planned in the renovation.
- Rick made a motion to approve the capital improvement plan as presented. Judy seconded. All in favor; motion passed.

### **Arts & Culture Subcommittee**

- Julie reported that because of COVID, the announcement of grant awards is delayed.
- Two programs are scheduled before our next Board meeting. Please help us spread the word! Julie (or Randi) will send board members the poster and press releases.

#### **Brief Descriptions:**

- March 27 – Online Zoom - *We can do it. In decades. We can restore the Earth's water cycles and cool the planet.* Get a sneak peek at excerpts from John Feldman's documentary "*Regenerating Life: How to Cool the Planet, Feed the World, & Live Happily Ever After,*" followed by a discussion with him about what we can do to make this happen. John Feldman is an award-winning documentary filmmaker who lives in Spencertown.
- April 10 – At Malden Bridge Community Center: Celebrate the publication of "*Rise Above It, Darling,*" a biographical memoir by Judy Staber White. Judy's mother Joan White, a well-known actress and teacher, was a fixture of the English-speaking theatre for over six decades. In *RISE ABOVE IT, DARLING*, her youngest daughter candidly reveals that, though she was an international success, White was also a single mother who set aside her own two children for her career. Staber examines her mother's fascinating life on stage and off, while also interweaving her own story. Judy will offer a reading followed by Q&A. Judy lives in Old Chatham and is an active patron and volunteer for our library.

### **ELIK Subcommittee**

- Rick made a motion to change the name to Live and Learn. Kim seconded. All in favor. Motion passed.
- Rick discussed the next series of programs. The subcommittee will be meeting soon to discuss the next programs. Rick will write a grant to pay for them.

### **Executive Committee**

Nothing to report

### **New Business**

- The Board agreed to another month of meeting by Zoom and take it month by month.

Betsy made a motion to close the meeting. Judy seconded. All in favor; motion passed.

Next Library Board meeting April 13, 2022, at 7:00 pm.