

NCFL Board Minutes –June 8, 2022

Board Members Present:

Randi Walker, Betsy Winters-Russell, Rick Werwaiss, Linda Romeo, Kathleen Turley, Mark Reamer, Linda Murawski, Judy Albert, and Liz Smith

Also present: Vicki Wills (Library Director)

- Meeting called to order at 7:02 pm.
- Rick moved to approve May 2022 minutes. All in favor. Motion passed.

Library Director’s Report

- When the library is without power, the alarm company CIA, does not receive a signal about the alarm system. CIA is working on figuring out an improvement. Rick offered to help if Vicki is not able to resolve this issue.
- Vicki’s vacation time June 20- 25. Schedule attached.
- Summer programs - ‘Oceans of Possibilities’ theme - Thursday at 4 pm (for most programs)
 - Flyer into School with Valatie
 - Videos
 - Bike the Albany-Hudson Electric Trail together with Valatie August 6, Saturday 10am – 2pm
 - Canoeing the Stockport Creek with Fran Martino from NYS Department of Environmental Conservation July 9. Sign up to attend.
 - Story Walk is under development for the Albany-Hudson Electric Trail
- Children budget – Liz Smith and Vicki discussed Pre-COVID levels - \$2500 (2017, 2018) 2020 \$0. Current budget is \$1500. Finance Committee is set to meet next week to discuss the request for an increase in the children’s program budget.
- Volunteering
 - Maggie (9th grader) finished up her volunteering requirement. Gunnar helping us out.
- Columbia County Fair – coverage – Vicki Wills, Liz Smith, Rick, Kathleen Turley, Linda Murawski, Julie Kabat
- Disaster Plan Policy – Randi and Rick to review and get back to Vicki.

414 Campaign

- Proposed resolution to transfer 414 monies, currently in the Library’s account over to the new Friends of NCFL account.
WHEREAS, Friends of the North Chatham Free Library (“Friends of NCFL”) was organized on May 18, 2022, at which time the following Purpose Statement was adopted: *The purpose of the Friends of North Chatham Free Library is to raise and spend funds supporting the passage of a 414 referendum increasing Town funding for the North Chatham Free Library.*

WHEREAS, Preliminary steps towards a 414 initiative were commenced in 2020 and individuals in the community contributed \$400 to be used to support adoption of the initiative. That initiative was halted by the COVID pandemic, and the \$400 remains segregated under “permanently restricted net assets” on the Library’s balance sheet.

NOW, RESOLVED, that the \$400 of segregated assets be transferred to the Friends of NCFL to be used in support of the 414 initiative currently underway, and the President of the Library is hereby authorized to take all steps necessary to effectuate such transfer.

- Judy read the resolution. Rick made a motion to approve; Mark seconded. All in support. Motion passed.
- Judy updated the Board on the marketing efforts planned for the 414 Campaign which will involve a mailing to all the registered voters in Chatham. Because it's informational, the mailing can be sent by the Library to take advantage of the nonprofit postal discount. Advertising at the Crandell in September and October is planned. A few people are going to reach out to local newspapers for a news article. Judy asked for letters to the editor and is hoping for a geographic distribution on the letters. At this point the focus is on marketing and developing materials.

Finance Committee

- Will be meeting on Tuesday and Heather Kowalski, our new bookkeeper will be attending. Heather will prepare monthly reports and the Finance Committee will meet quarterly.
- Rick reported that we're in line with what is expected for our expenses and revenues.

Fundraising Committee

- Pig Roast update – Rick asked that we publicize the event because we only have 30 reservations.
- Vegetable Garden Tour update – Randi will send details to Vicki for advertising.
- Evening Cocktail Party – Dale and Linda are working on the fundraiser. Linda will be contacting everyone with a list of suggested hors d'oeuvres. The event is planned for August 20. The event is capped at 100 people.

Marketing Committee

- Has not met. Dottie will talk to Judy about marketing assistance with the 414 campaign.

Building & Grounds Committee

- Arborvitae have been planted on D'Angeles side of the fence.
- Building has been pressure washed.
- Mark is working on purchasing a used tent for the library.

Arts & Culture Subcommittee

- Karen Halverson's program is Sunday June 12, at 3 pm.
- Reggie Harris program is on Sunday July 24.

Live and Learn Subcommittee

- Heat Pumps house visits on May 24th, 47 total attendees.
- Mini-splits program scheduled for Tuesday June 14.
- Native Plants – June 29th 10am
- Memoir Group Readings (Sunday Live & Learn) – July 10 (Malden Bridge Community Center)
- Eco Eating with Linda Romeo – August 17
- Medicaid 101 – in September
- Eco-Friendly Flower Arranging with Elain Donges on October 12.

- Align Your Finances with Your Values by Michael Richardson on November 9.

Executive Committee

- *Nothing to report*

Nominating & Governance

- *Nothing to report*

New Business

- Open Meetings Law allowing for meetings by Zoom, ends today. After tonight, the Library Board will have to meet in person. Committees can continue to meet by Zoom. If the Board passes a resolution allowing Board members to participate remotely, then those members participating by Zoom would not be allowed to vote on any would only listen to the meeting.
- We could have a Zoom meeting of committee reports, as long as no official business is conducted. The consensus of the Board is to go ahead with the July meeting. Committees will likely meet by Zoom because of convenience. July 13th will be a Zoom session and no official business will be conducted.

An informational session of the Board will be conducted July 13 by Zoom at 7 pm.
Next Library Board meeting August 10, 2022, at 7:00 pm.

Motion to adjourn by Judy. Second Betsy. All in favor. Meeting adjourned 8:08 pm.

Vicki's Vacation Schedule Coverage June 20 - 25

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
19	20	21	22	23	24	25
Library hours	12 -7	2 -7	2 -7	4 -7	4 -7	11 -2
Coverage	12 – 2 Brian Sadowski 518-209-2227 2 – 4 Dottie Cummings 518-588-8065 3 – 7 Suzanne Cardinal 518-878-5995	2 – 5 Nancy Dilley 518-461-2047 5 -7 Susan Smith 646-725-7552	2 -7 Cyndie Lanford 617-655-3778	4 - 7 Cyndie Lanford 617-655-3778 No Suzanne	4 -7 Suzanne Cardinal 518-878-5995	11-2 Nancy Dilley 518-461-2047 No Vicki K. No Barbara No Bonnie