

## NCFL Board Minutes – April 12, 2023

### Board Members Present:

Bob Weiss, Randi Walker, Kim Grethen, Rick Werwaiss, Dale Saylor, Linda Romeo, Betsy Winters, and Julie Kabat

**Also present:** Vicki Wills

- Meeting called to order at 7:06 pm.
- Edits on the March 8<sup>th</sup> minutes were submitted by Vicki. Randi will incorporate and share with the Board for approval at the May meeting.

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

- **Tax Assistance Program** – Completing the program this Friday, which was so successful, a second tax assistant person was requested. Assistance in completing e-returns was free. Over the three months, 28 people were helped.
- **Summer Programs**
  - All Together Now is the theme.
  - Thursday 4 pm - Robinson Wildlife Lectures; Geo Minerals (Mad Science); Ukulele with Music Julie; Animal Menagerie with Sharon Audubon Center; and Gardening with Kids.
  - Mitzi Dorton will talk about her book *Chief Corn Tassel*, and about the publishing process. Ice Cream Social – Saturday August 12.
  - Vicki asked the Board about paying for the distribution of a flyer for the Summer Programs. The cost would be about \$350. Kim suggested speaking to Ellen Boyle as she could do targeted publicity. Rick suggested a flyer with the summer schedule go in the kid's backpacks at all area schools. Vicki will call the Chatham Librarian to see if this is possible. Rick asked Vicki to contact the New Lebanon School District and ask if flyers could be distributed. Vicki will get a circulation number for both schools which would be distributed to elementary children only.
- **Staffing**
  - Nancy Dilley will be on hiatus for two months. Ellen Boyle will be hired for the interim. She has 40 years' experience in marketing.
  - Suzanne Cardinal will work two hours a week during the summer.
  - The possibility of sharing a program staff person with the Valatie Library is unlikely for the moment since they will be looking for a new Director at the end of March.
  - Vicki will be on vacation Thursday.
- **Columbia County Libraries Association**
  - Meets Friday 8:30 am April 14, via Zoom.
  - The grant for the county wide community reading of *The Boy Who Harnessed the Wind* by William Kamkwamba was partially funded. Each library will organize their own event and Vicki has started the process.
- **Friday 4 Kids** – Leanne O'Grady's program on Vernal Pools was successful. Leanne works for the Columbia County Soil & Water District.
- Vicki reminded the Board that all events in the Mid-Hudson Library System Trustee Education Series and the Trustee Handbook Book Club count towards the new mandate of at

least two hours annual trustee education. The next training is Thursday, April 13: Trustee Essentials, online starting at 5:00pm.

#### **Finance Committee**

- Bob talked about the finances for the 1<sup>st</sup> quarter. He noted we are behind on fundraising. We budgeted for \$11,000 and have received only \$2,500. For the Live and Learn programs, we budgeted for \$3,200 because last year we received a \$3,200 grant from Berkshire Taconic. We didn't apply for the grant this year. We have carryover funds in the amount of \$1,300 from last year, and a donation for the program.
- Staff hours have gone down but will increase for the summer to assist with programming. Vicki, Nancy, and Suzanne spend 3%, 18%, and 28%, of their time respectively for programming including marketing.
- Someone put in a claim for unemployment but never worked for us. Bob is trying to successfully get the claim removed and by requesting a hearing. The claim is \$4,800 which would have to be paid. Kim suggested contacting the police about this situation.

#### **Fundraising Committee**

- The wine tasting event is June 3. She asked the Board to share the flyer about the fundraiser and help sell the 40 slots available. Tickets are \$45 per person. Betsy asked for names of potential underwriters for the cost of the wine. There will be small appetizers at each wine station. Linda is preparing the appetizers. Betsy asked Board members to help Linda defray her expenses.
- The Cocktails in the Garden fundraiser is August 19.
- The Pig Roast will be held in September.
- Raffle tickets for the quilt can be purchased starting in October.
- Betsy will be meeting with the fundraising committee soon about all the fundraisers planned.

#### **Marketing Committee**

- *Nothing to report.*

#### **Building & Grounds Committee**

- *Nothing to report.*

#### **Arts & Culture Subcommittee**

- Julie reported that she received their **CREATE**<sup>1</sup> grant of \$1,100. The Subcommittee will make up the difference for the 2023 programs planned. The CREATE Council on the Arts reported that many applicants received, which reduced funding of our application.
- Kevin O'Hara's program on March 19<sup>th</sup> was videotaped and will be posted to YouTube,
- The program about the documentary, *Hello, Bookstore* is being rescheduled.
- Mrs. Greenthumbs will be held on Sunday May 21, at 3:00 - 4:30 pm either inside the Library or at the North Chatham Church.
- John Morra an oil painter is part of the 2023 programs.

Commented [WRJ(1)]: Julie - is the new name?

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<sup>1</sup> Statewide Community Re-grants Program, a regrant program of the New York State Council on the Arts with the support of the Office of the Governor and the New York State Legislature and administered by CREATE Council on the Arts.

- There will be an author reading by Paul Murray about his book, *Seeing Jesus in the Eyes of the Oppressed: A History of Franciscans Working for Peace and Justice*.
- Alex Mar will read her book, *Seventy Times Seven*.
- Julie asked if we could give each author a small amount of \$100. Bob thought there would be enough money in the budget for this.

#### **Live and Learn Subcommittee**

- Next meeting of the Subcommittee is May 23. Vicki stressed the need for more people to join the Subcommittee. Vicki asked for a written outline standardizing and clarifying the expectations for publicity and setting up programs.
- Upcoming programs
  - Confirmed April 15, in-person, “Fishing with Your Family.”
  - May 10 at 1pm What to do When someone Dies at Home (4-part series);
    - Hospice (July 11); Walking through the Fire (Sept. 19); Elder Law & Medicaid (Oct. 18).
  - June 7, 10 am Book Lovers recommendations

#### **Nominating & Governance**

- *Nothing to report.*

#### **Executive Committee**

- Meets this weekend with personnel committee.

#### **New Business**

- *Nothing to report.*

Kim made a motion to adjourn. Bob seconded. All in favor; motion passed.

Next Library Board meeting is May 10, 2023 at 7:00 pm.