

NCFL – Agenda for December 11, 2024

Annual Board Meeting

Board Members Present:

Allison Marchese Todd, Dale Saylor, Betsy Winters-Russell, Mark Reamer, Linda Murawski, Joe Behn, Julie Kabat, Randi Walker, Kim Grethen, Bob Weiss, Linda Romeo and Rick Werwaiss

Also present: Shea Wert (Library Director), and Kathleen Turley participated by Zoom.

- Meeting called to order by Kim at 6:01 pm.
- Kim moved to approve the November 2024 minutes. Bob seconded. All in favor; motion passed.

Nominating & Governance

- Renew Board Trustee terms for:
 - Kim made a motion to renew Julie Kabat's term for three years. Joe seconded, all in favor; motion carried. Julie abstained.
 - Kim made a motion to renew Bob Weiss' term for three years. Betsy seconded, all in favor; motion carried. Bob abstained.
 - Kim made a motion to renew Betsy Winters-Russell's term for three years. Julie seconded, all in favor; motion carried. Betsy abstained.
 - Kim made a motion to renew Linda Romeo's term for three years. Betsy seconded, all in favor; motion carried. Linda abstained.
 - Kim made a motion to renew Allison Marchese Todd's term for three years. Linda M. seconded, all in favor; motion carried. Allison abstained.
- Julie made a motion to nominate Kim Grethen as Board President. Dale seconded, all in favor; motion carried. Kim abstained.
- Kim made a motion to nominate Linda Romeo as Board Vice-President. Bob seconded, all in favor; motion carried. Linda abstained.
- Kim made a motion to nominate Bob Weiss as Board Treasurer. Julie seconded, all in favor; motion carried. Bob abstained.
- Kim made a motion to nominate Randi Walker as Board Secretary. Mark seconded, all in favor; motion carried. Randi abstained.
- positions for 2024 term.
- Kim made a motion to waive the Bylaw officer position, three-year term limit requirement for Randi Walker. Joe seconded, all in favor; motion carried. Randi abstained.
- Kim made a motion to waive the Bylaw officer position, three-year term limit requirement for Bob Weiss. Rick seconded, all in favor; motion carried. Bob abstained.

Library Director Report

Shea's report:

- Ongoing programs:
 - Adult Storytime (off in December) – Monthly, average number of attendees – five.
 - Baby and Toddler Storytime – Weekly, average number of attendees – three kids, three adults – New Time – Wed @ 2pm.
 - Knitting with Sandy – Weekly, average number of attendees - four to six.
 - Memoir - Monthly, average number of attendees – five.

- Upcoming programs:
 - History of Christmas Seals, [December 14th](#)
 - Keeping Columbia County History Alive – [Jan 6](#) (CCLA)
- Calendar Notes:
 - The Library will be closed for the upcoming holidays on 12/24, 12/25, 1/1.
- Staff Update:
 - Lucy Pracher has started as library clerk.
 - Shea broke their wrist--phone calls are better than emails if possible.
- Shea thanked all Board members for taking the required continuing education training. Shea will notify Board members if they haven't completed the required hours for 2024.

Finance Committee

Bob's report:

- Bob gave an overview of some of the 2025 budget highlights, including a salary increase for the Library Director. The budget does not include expenses for ramp rebuilding, or some of the Trolley Station expenses. Budget will be amended and final when expenses for the water pump replacement at the Trolley Station are included.
- Bob entered the 2025 budget for Board approval. Rick seconded. All in favor, motion carried.

Fundraising Events

Betsy's report:

- 2025 fundraising events planned:
 - Chase the Chill will be held on February 1, 2025, 5-7 pm at Mark and Robin's home. Kim and Allison are co-chairs.
 - Artist Studio Tour date to be decided possibly in April. Julie and her committee are co-chairs.
 - Cocktails in the Garden to be held on August 16, 2025. Under consideration is the possibility of adding a music and dancing feature. Linda Romeo is chairing this event with assistance from sub-committee members.
 - Traveling Dinner to be held on September 13, 2025. The event will start with cocktails at Trolley Station. Dale and Linda Romeo are co-chairs for this event.
 - North Chatham Day to be held on October 18, 2025, from 10:00 am to 3:00 pm at the Library. Kim will chair with assistance from Betsy Winters-Russell as co-chair.
 - Wreath sale will take place in November through online sales with pickup at the Library. Dale is chairing this event.

Other fund-raising activities from Kim:

- Hand-written thanks on Library note cards went out to all major donors (a total of 26) in the recent three years. The note thanked each person for their donation.
- The appeal letter is coming along. Two versions will be disseminated. Version 1 will be printed and mailed to the top donors. Each will have their name in the greeting, and a handwritten note at the bottom to make it more personal. Version 2 will be digital and will go out as an extra "newsletter." Our entire digital audience is expected to receive a letter. Handling it this way will keep cost at a minimum, while hopefully reaping the largest reward. Distribution is expected to take place within the next couple of weeks.

Marketing Committee

Nothing to report

Building & Grounds Committee

Mark's report:

- The rebuilding of the front steps at the Library is mostly complete. Metal rail fabrication will take place after the rebuild is complete. The Town will inspect the stairs after everything is complete.
- The Trolley Station submersible well pump failed and was replaced on December 9, by Smith Well Drilling. The cost was \$2,059. The expenditure will be in the 2025 budget. Water leaks and temperature monitoring equipment have been installed.

Trolley Station Committee

Nothing to report

Arts & Culture Subcommittee

December report submitted by Julie Kabat:

- The Subcommittee is working on the CREATE Council on the Arts, Statewide Community Regrants Program for next year's series, "Literature and the Arts."
- The Subcommittee will apply for \$2500 toward artists' fees of \$2600. Likely they will need to raise an extra \$100 to cover the fees.
- Bonnie Rothenberg and Julie attended an online seminar with the grants manager. Julie then met with him one-on-one at Hudson Area Library. It was a very helpful session.
- The subcommittee meets this Friday, December 13 to finalize grant plans, materials, etc. They'll also discuss when to schedule the Artists' Studio Tour (fundraiser).

Live and Learn Subcommittee

Catherine's report:

- Tech Talk Series: November 16, (Saturday) 10:00 am: Call Me! Using FaceTime/What's App/ Zoom. Catherine Forbes, facilitator. Eight in attendance, with great participation and enthusiasm!
- December 11, (Wednesday) 10:00 am: Build your terrarium with Linda Levitt at the Trolley Station. First event at the Trolley Station!
- Upcoming programming:
 - Tech Talk Series: January 25, (Saturday) 10:00 am: Accessing and Navigating websites: Shea Wert and Neighbors of Northern Columbia County (NNCC) presenter, Maria Consenza.
 - Tech Talk Series: February 15, (Saturday) 10:00 am: Microsoft Outlook: Tips and Tricks. Pam Doran presenter.
 - March 12, (Wednesday) 10:00 am: Wills and Estate Planning – are you prepared? Presenter TBD.
 - Tech Talk Series: March 22, (Saturday) 10:00 am: Cybersecurity and safety in your home. Members of the Sheriff's Department.
 - April 26, (Saturday) 10:00 am: Ergonomics in the yard/garden; avoiding injury. Frieda Pearce presenter.
 - Tech Talk Series: May 10 & 17 (Saturdays) 10:00 am: Repeats of Android and you and iPhone and you, because it was so popular, and many have mentioned they'd like to attend a second session.

- Side note: NNCC is doing a cooking/nutrition series. We've been asked to avoid those topics in our Live and Learn series. But we should certainly attend!
- Next Subcommittee meeting is planned for February 5, 2025, at 10:00 am at the Library.

Personnel Committee

Nothing to report

Volunteer Committee

Nothing to report

Executive Committee

Nothing to report

Strategic Planning

Nothing to report

New Business

- Linda Romeo reported that the North Chatham Historical Society held two programs in the Trolley Station. Both were successful and well attended. The installation of rugs to mitigate sound made a big difference. Additional sound abatement measures are estimated to be about \$20,000. Linda suggested waiting before we proceed with more sound abatement measures. Linda asked if we could share planned Library events with the historical society membership list. The Board agreed with this suggestion.
- Shea suggested the Board hold our monthly meetings at the Trolley Station. Everyone thought this was a great suggestion.

Kim made a motion to adjourn the meeting. Randi Seconded. All in favor; motion carried.

Next Library Board meeting is – January 8, 2025, at 7:00 pm – **at the Trolley Station!**