

Rensselaerville Library Board Meeting Minutes: August 16, 2022.

Present: Robert Pondiscio (President) , Hans Soderquist (Vice-President), Annemarie Martinez (Treasurer), Joe Frisino (Secretary), Tracy Bensen, Jerry Finin, Judy Crilley, Heidi Carle (Library Director)

Excused: Donna Kropp, Paul Ventura, Gus Anagnopoulos

Absent: None

Public: Susan Cunningham, Judith Matloff, Jennifer Blum, Linda Styer, Craig Miller, Rachel Stultz, Samantha Schaefer, Jim and Diana Weaver, Patrick Wynne

The meeting was held in person and online. The meeting called to order at 7:02 pm.

President's Report

Robert P publicly acknowledged the work Paul Ventura put into making the Block Party a success. Robert P has reached out to both Board members and community members to serve on a search committee for a new Library Director to replace Heidi C who will be leaving on October 31.

After discussions with Tim Burke (UHLS) and Natalie McDonough (NYS DLD), we learned that the proposed construction grant we submitted to UHLS for repairing the Reading Room roof would likely be rejected. Construction aid grants will only fund replacement of the entire roof (Reading Room peak and Annex). We have limited time to resubmit a new proposal. Annemarie M proposes we fully replace the entire roof. We will immediately explore the feasibility of resubmitting the proposal asking for full roof replacement. Jerry F will seek new bids and Annemarie M will talk with GNH about funding for building materials.

Public Participation

Library neighbor Judith M has offered to make a contribution to help clear the garden of invasives. She also offered to organize author visits for the Library. She is also willing to help find a solution to the noise produced by the air conditioning compressor unit located behind the Reading Room. Robert P will work with Judith on the author visits. The other two offers were referred to the Building and Grounds committee for follow up.

Secretary's Report

The date on the draft July 19, 2022, meeting minutes will be corrected by Heidi C.

Judy C made a motion to accept the July 2022 board meeting minutes as amended. Hans S seconded. Motion carried.

Treasurer's Report

Annemarie M reported on the Library's financial status. Income and expenses are as expected. Board members should review Annemarie's written reports for greater detail. Our money market account was hacked in July in the amount of \$53,650. Annemarie M caught this quickly and the bank fully restored our loss. Steps were taken to block ACH withdrawals from this account to avoid this type of fraud from occurring again. Our 2021 Form 990 has been prepared and will be signed and submitted following a motion to approve the tax forms.

Annemarie M made a motion to approve the tax forms. Hans S seconded. Motion carried.

Joe F made a motion to approve the Treasurer's report. Hans S seconded. Motion carried.

Finance Committee

The 2023 budget process has begun. Budget assumptions will be shared with the board soon. The budget will hold steady for the most part. Personnel costs will reflect a substantial increase in minimum wage. Utilities will also increase substantially.

Judy C made a motion to approve the Finance Committee report. Hans S seconded. Motion carried.

Nominating Committee

Linda S gave an overview of the board member nomination process. There will be three open positions on the Board this September. Two of the prospective nominees, Rachel Stultz and Samantha Schaefer, were present.

Fundraising Committee

The Block Party report was submitted by Paul V in writing prior to the meeting. The net receipts to the Library after the 50/50 split with RVFC is \$1,991.74.

The Lawn Party is upcoming. Judy C reported on planning progress. Volunteers still need to sign up to help with setup and tear down.

Annemarie M made a motion to approve the Fundraising Committee report. Judy C seconded. Motion carried.

Building and Grounds Committee

Building and Grounds topics were covered earlier in the meeting. No additional reporting required.

Development Committee

No report this month.

Strategic Planning Committee

The Library Annex/Branch planning is moving forward. The Albany County Sheriff has provided a draft agreement for use of the building. We have strong support from the Town. The agreement was for month-to-month use. We are asking the Department for a longer period due to the investment we will need to make to the facility.

Director's Report

Circulation numbers are very high, close to 50 books per business day are being loaned out to UHLS libraries. Attendance is up as well. Heidi attended the Bank of Greene County reception for grant awardees. New bookcases for the children's area will be purchased with the grant dollars. Money from finalized prior-year construction aid grants is arriving. Heidi is hiring independent contractors to provide children's programming in lieu of hiring a Youth Services Coordinator. Heidi suggests thinking about using the Youth Services position as a program manager who could oversee independent contractors providing both adult and youth programming. Katie Caprio will be leaving at the end of October after 16 years of service. Her job responsibilities will be shifted to the Library Clerk positions. Please review the Director's Report for more information. Heidi thanked Jerry F for the front door sign board, Judy C for helping Heidi with a number of projects, and Craig Miller for 3 years of volunteer service making the Library's transfer station runs. The Library will need to find a replacement for Craig after October 31. Susan Cunningham will be stepping down as the Library's volunteer coordinator. Her contribution has been enormous. She will continue to periodically volunteer on specific projects.

Judy C made a motion to accept the Director's Report. Hans seconded. Motion carried.

Old Business

Joe made a motion to permit Robert P to sign the FY2023 Construction Aid grant application assuring the following:

"This application completed in the preceding pages and accompanying documents for a public library construction aid award to be administered in accordance with the requirements of Education Law ss273-a and Commissioner's Regulations ss90.12 was read and duly adopted by the Board of Trustees of the Rensselaerville Library at a legal meeting on August 16, 2022."

Judy C seconded. Motion carried.

New Business

Hans S made a motion to authorize Robert P to recruit members for a search committee for a new Library Director. Annemarie M seconded. Motion carried.

Adjourn

Joe F made a motion to adjourn. Hans seconded. Motion carried. The meeting adjourned at 8:32 PM.

The Annual Meeting of the Rensselaerville Library will be held on Tuesday, September 20, 2022, at 7:00 PM at which time new Board candidates will be nominated and voted on.

The next regular meeting of the Rensselaerville Library Board of Trustees will be on Tuesday, September 20, 2022, at 8:00 PM.

Respectfully submitted,

Joe Frisino