

Rensselaerville Library Board Meeting Minutes: November 16, 2021

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

Excused: Donna Kropp

Absent:

Other: Sue Cunningham, Gordon Enk, Linda Styer

Due to the continuing Covid-19 pandemic this meeting was held both online and in-person. The meeting was called to order at 7:00 pm.

President's Report

We need bios and a headshot for each board member. Please provide them to Heidi.

Secretary's Report

Ken made a motion to accept the September Board minutes with one change. Judy seconded. Motion carried.

Treasurer's Report

Overall the Library's finances are good. We expect a surplus of about \$6000 which we will carry over into 2022. In order to do that we need a board resolution. Annmarie read the draft resolution that was prepared by Joe.

Hans made a motion to accept the Resolution. Ken seconded. Motion carried.

Ken made a motion to accept the Treasurer's report. Jerry seconded. Motion carried.

Finance Committee

Annemarie discussed significant grants received by the Gloversville Library for major renovations. The point being that there may be large pools of money for facility renovations that we have not considered. Annemarie will lead an effort to secure these grants. In order to go forward, we need shovel-ready projects in place, so we need a clear idea about what we actually want to do, get bids, etc. before applying. The same applies to program grants. Annemarie is willing to pursue grants we don't normally consider. Again, we need specific program ideas before applying.

Tracy made a motion to accept the Finance Committee report. Hans seconded. Motion carried.

Fundraising Committee

Greenery Sale. Sale preparation is proceeding smoothly. Bob's Trees will deliver the trees for \$80!

Annemarie made a motion to accept the Fundraising Committee report. Gus seconded. Motion carried.

Building and Grounds Committee

The committee met and went over a list of winterization projects. These are being addressed. The committee expects to bring construction and renovation items to the Board soon.

Gus made a motion to accept the Building and Grounds Committee report. Judy seconded. Motion carried.

Development Committee

The annual appeal letter went out. Thanks to Sue Cunningham and her volunteers for making this happen.

Joe made a motion to accept the Development Committee report. Ken seconded. Motion carried.

Strategic Planning Committee

Linda Styer and Jerry updated the board on the work of the ad hoc Strategic Planning committee. Linda provided the background of the work done leading up to the development of the current draft which is being presented to the Board. Gordon Enk guided the planning process which progressed over 11 meetings between June and November.

The plan includes three major goals with action steps as well as metrics to evaluate the Board's progress in achieving these goals. There will be a Board retreat in January to do a deep look at the draft plan, then move to approve it at the January 2022 meeting of the board.

The Board owes a debt of gratitude to Gordon for his steady and patient hand throughout the process.

Gus made a motion to accept the Strategic Planning Committee report. Jerry seconded. Motion carried.

Director's Report

Heidi has been closely monitoring COVID cases in Albany Country. Circulation is up due to schools being open. The departure of seasonal residents has resulted in a decrease in Library usage. The Rensselaerville Historical Society has moved back in for the winter and will occupy the downstairs on Wednesdays. Heidi would like to acknowledge Susan Cunningham's assistance in helping in a variety of Library tasks. A Board Manual is in development.

A discussion was had about the value of the circulation data that is normally included in her Director's Report.

Gus made a motion to accept the Director's Report. Ken seconded. Motion carried.

Old Business

None.

New Business

Robert wants the Board to think about where we are in the process of returning to a pre-pandemic "normal". Heidi is of the opinion that the Library can relax its mask mandate. Robert pointed out that the Library may be the only institution in the Town that still requires masks. Others argued to keep the mandate in place. The Board will consider whether or not to maintain the mask mandate in a future meeting.

There are two policies for review and approval by the Board.

Judy made a motion to approve the *Patron Responsibilities and Conduct* policy and *Whistleblower Protections* policy. Robert seconded. Motion carried.

Adjourn

Joe made a motion to adjourn. Gus seconded. Motion carried. The meeting adjourned at 9:11 PM.

The next meeting of the Rensselaerville Library Board of Trustees will be on Tuesday, December 21, 2021.

Respectfully submitted,

Joe Frisino