



February 26, 2024

7:15 PM

Board Meeting

Present: Brown, Megan, DiGianni, Jason; McMunn, Maria; Meyer, Stephen; Rodger, Ed; Srinivasan, Purushothaman; Wise, Russell. Also present were Alex Gutelius, and Lisa Oddo.

Absent: Mathew Cantore, Suzanne Dugan, Dave Golden

Teleconference: Tom Madison

Guest: Susan Flint

The meeting was called to order at 7:18 PM by Ms. McMunn.

AGENDA: Ms. McMunn presented the February 26, 2024 agenda with two modifications. Emergency Evacuation Drill will be added to New Business and the Presentation of the 2023 Audit will be moved to the March Board meeting. A **Motion** was made by Mr. Wise, seconded by Mr. DiGianni, to approve the agenda as modified. The **Motion** passed unanimously by those present.

MINUTES:

A **Motion** was made by Mr. Srinivasan, seconded by Mr. DiGianni to accept the January 22, 2024, minutes as sent. The **Motion** passed unanimously by those present. Mr. Meyer chose to abstain.

PUBLIC COMMENT: None

BOARD COMMENT: None

TREASURER'S REPORT:

Mr. Wise presented the Financial Statement for December 2023 and January 2024. The Financial Statements were reviewed and received for audit. It was noted line item 8000 will be renamed Unrecoverable. Mr. Wise noted the Library received the following donations in January 2024. \$100 in honor of Maia Deporte, \$100 from the Chrismand Family Foundation, \$0.80 in anonymous donations, and \$98 in lost money found in the library and not claimed.

The January 25, 2024 warrant for \$720,993.38 was presented for approval. A **Motion** was made by Mr. Wise, seconded by Mr. Rodger to approve the January 25, 2024 warrant. The **Motion** passed unanimously by those present. The reviewer for the January 25, 2024, warrant was Ms. McMunn.

The February 8, 2024 warrant for \$147,637.06 was presented for approval. A **Motion** was made by Mr. Wise, seconded by Ms. Brown to approve the February 8, 2024, warrant. The **Motion** passed unanimously by those present. The reviewer for the January 8, 2024, warrant was Mr. DiGianni.



THE FRIENDS: Ms. Gutelius gave the following report:

1. The Reading is Sweet Brownie Bake off was February 25. They had a large turnout and the winning recipe was submitted by Kevin Tollison, Supervisor, Town of Halfmoon.
2. The TTOB committee is accepting nominations for next year's book.
3. The TTOB will be hosting former NY Times food critic Ruth Reichl on April 17 at 7:00pm, at the Gowana Middle School.
4. The FOL craft give and take is scheduled for April 20-21.
5. The FOL will be adding three new museum passes to our collection. The FDR Presidential Library & Museum, Bennington Museum, and Herman Melville's Arrowhead.

DIRECTOR'S REPORT: Ms. Gutelius gave the following report:

1. February break week was extremely busy. Two very popular programs were the Sled Dogs at the Library and the Bluey Party. Both bringing in over 300 people.
2. Rebecca Verhayden has been hired as our new Assistant Director of Planning and Communications. She will start next week.
3. Ms. Gutelius is working on a SALS Construction grant application to present to the Board at the March meeting. It will be for an automatic door at the staff entrance.
4. The SALS Board will be looking for someone to fill the seat of Mr. Wise when his term is up.
5. We are an early voting site for all three elections this year. We are working with the Board of Elections to ask them to cover the cost of security guards for the additional hours when the library is not open.
6. Some program highlights for March include: The Middle School Jazz band on March 15, Diane Payette's St. Patrick's Day celebration on March 17, and Mini Golf Afterhours event on March 22.
7. The Director's Report was included in the Board packet.

COMMITTEE REPORTS:

AD HOC CRISIS COMMUNICATIONS COMMITTEE:

Ms. McMunn presented the notes from the February 1 Committee meeting. The risk register was reviewed and will be given to staff to review. After the staff review, the board will work to address the items for each scenario.

POLICY COMMITTEE: No Report

PUBLIC RELATIONS: No Report

LONG RANGE PLANNING: No Report

PERSONNEL COMMITTEE: No Report

BUILDINGS AND GROUNDS: No Report



FINANCE AND AUDIT: No Report

LEGISLATION: No Report

OLD BUSINESS: None

NEW BUSINESS:

A **Motion** was made by Mr. Rodger, seconded by Ms. Brown, to approve the appointment of Rebecca Verhayden as Assistant Director and Kathryn Bonk as a Page. The **Motion** passed unanimously by those present.

Annual Report for Public and Association Libraries for 2023:

Ms. Gutelius presented the Annual Report for Public and Association Libraries for 2023. Mr. Wise made the **Motion** seconded by Mr. Meyer to approve the Annual Report for Public and Association Libraries for 2023. The **Motion** passed unanimously by all present.

Ms. Gutelius presented the Emergency Evacuation Drill. The Library has agreed to provide shelter to Arongen and Shatekon students in an emergency. The drill requires that no unauthorized patrons be in the library. The Library will be closed to the public on Monday, May 20 from 9:00-10:30am. Ms. Brown made the **Motion**, seconded by Mr. Srinivasan to close the library on May 20 from 9:00am-10:30am for the Emergency Evacuation Drill. The **Motion** passed unanimously by those present.

There being no further business, Ms. Brown made the **Motion**, seconded by Mr. Srinivasan, to adjourn the meeting. The **Motion** passed unanimously by those present, and the meeting adjourned at 7:59PM.

The next scheduled Board Meeting is Monday, March 18, 2024, at 7:15pm.