

VALATIE FREE LIBRARY

Minutes of February 20, 2023

Present:

Trustees: Emilia Teasdale, Jill Leinung, Melissa Schieren, Vi Becker, Laura Rogers, Shirley Kelly, Meg Todisco

Director: Amanda Mesas

Excused: Trustee Kristi Berner

President Teasdale called the meeting to order at 7:00 pm.

As there were no members of the public present, there was no Public Comment.

The Board discussed changes to the Minutes of January. On p. 2, item #4, to edit: "We received a bill for the electrical repair."; p. 3, to edit: "Appointments with legislators on NYLA Advocacy Day are both hybrid and in person;" also on p. 3, the spelling of Claverack should be corrected.

Motion by Kelly, seconded by Becker, the Board voted unanimously to accept the Minutes of January 16, 2023 as amended.

Treasurer's Report:

Treasurer Kelly noted that there were no additions or changes to the Report as emailed prior to the meeting.

There was a teller error that created a period of some confusion with the Library's bank statement that was finally resolved.

There were also small issues that arose with the January credit card bills, and the water and sewer bill from the Village for the month of January. Both situations were resolved; in the case of the Valatie water bill, the Village did not charge the late fee. In the discussion, the possibility that confusion with respect to the Library's mail sorting may have played a part, so the procedure for managing the mail will be reviewed with all staff members.

The Brodart Co. charge has been received and the expense of Brodart Co. products compared with other suppliers was discussed.

The Evelyn Bordewick donation was received in January.

Motion by Leinung, seconded by Schieren, the Board voted unanimously to accept the Treasurer's Report.

Director's Report

Director Mesas reported that the Valatie Free Library Annual Report has been accepted by MHLS. She noted that the tracking required for compiling the necessary information is becoming very difficult and there are too many changes from year to year. The financial reporting is also difficult.

It may be helpful to increase the ability to pay regularly occurring bills online. The Policy Committee may look into a review of the current policy and how changes could be made.

Director Mesas raised the possibility of the Library's once again accepting book donations. There is now a small space set aside within the Library as a small book and DVD sale area. Agreement was expressed by the Board members that Director Mesas could make the determination as to whether the proffered books were in acceptable condition. Some weeding out of the materials in the shed is probably due.

Discussion followed concerning a need to contact Cricut regarding a change in the credit card. The Board needs to address the computer Antonette uses and updating Quick Books.

In dealing with the issue of damage to the walls, caused by squirrels, a crack was noticed in one of the walls, directly over one of the piers. Dan has inspected the crack and says he believes it is not serious and may be connected to sheet rock taping.

Discussion followed about funds received from an anonymous donor and a suggestion was made that the Library develop a wish list as way of encouraging potential supporters to donate towards purchases or projects that the Library would like to accomplish. Suggestions included items that would create a more welcoming and comfortable "hang out" space in the Library, as an example, a bean bag chair. The type of furniture available from "Accent" was noted.

Director Mesas raised the issue of assuring that the Library had a Policy in place to address any incident of "First Amendment Filming," which has happened in some locations open to the public. There is a policy in place which relates to the filming of children. Any further refinement would have to be reviewed. In keeping with the existing reference to the filming of children in the Library, the provision for such filming to take place with parental consent, given the popularity of children's programs and the interest of family and friends, as well as the Library itself, in having photo momentos of the activities, should be double-checked.

The topic of proposed funding cut to Libraries was raised. Trustee Leinung reported that the legislature is aware of the cuts proposed in the Governor's budget and noted that next Tuesday is Library Advocacy Day. Michelle Hinchey will be holding open hours in Hudson. Board members can visit the NYLA website and fill in the form on the Advocacy page and submit as a call to restore funding for Libraries.

MHLS Director Rebekkah Smith Aldrich has asked for expressions of support for a change in the number of signatures needed to authorize a §414 action by lowering the required number of signatures needed back down to 25. Under the formula now in place, last time we campaigned for a §414 we had to get 490 signatures.

Director Mesas discussed briefly a concern that the Library not raise prices on copying and faxing. Currently, eFax is about \$30 a year and the cost of faxing by phone is about \$50 a month.

Motion by Becker, seconded by Schieren, the Board voted to accept the Valatie Free Library Annual Report.

Old Business

Ron is taking care of purchasing and installing the bike rack and the placement of the planters is in progress

The plans for a Summer fundraiser were briefly discussed, with mention of a book sale.

The review of the VFL Policies continues. The Committee met last month and is currently working on the By Laws. Trustee Leinung wants to review the Collection Development Policy. The Policy regarding a Challenge is okay and does provide the right form.

New Business

Trustee Kelly reported that an anonymous donor is looking into helping with the repair of the back wall damaged by squirrels. Dan is recommending that the replacement be with metal. There's now no tree cover which could mean sun damage if wood is used. President Teasdale suggested that might worthwhile to pursue a grant for the repair. This should be an item for the agenda for the March meeting.

There was a brief discussion about the possibility of the Library making coffee available should patrons wish to have that to enhance their time spent in the Library. It was reported that Claverack has coffee a machine available, specifically, a Keurig. For further consideration.

The possibility of the VFL participating in the "Library of Local" was briefly discussed. The program makes available to patrons various useful items, such as yardwork tools, that they can borrow and return. For further discussion.

Executive Session

Motion by Kelly, seconded by Becker, the Board voted unanimously to enter Executive Session at 8:22 pm for the purpose of discussing staffing.

(Trustee Schieren left the meeting at 8:36 pm.)

Motion by Kelly, seconded by Leinung, the Board voted unanimously to exit Executive Session at 8:45 pm, with no action taken during the Session.

Adjourn

Motion by Becker, seconded by Rogers, the Board voted unanimously to adjourn at 8:46 pm.

Minutes submitted by Meg Todisco