

## Valatie Free Library Minutes from December 18, 2023

### Annual Meeting

Came to order at 6:36

Present: Emilia Teasdale, Jill Leinung, Shirley Kelly, Meg Todisco, Vivian Becker, Melissa Schieren, Laura Rogers, Mimi Johnson (Interim Director)

Excused Absence: Kristi Berner

Motion by Trustees Kelly/Rogers to reappoint Trustee Leining. Carried

Motion by Trustees Becker/Todisco to reappoint current slate of officers: President - Teasdale; Vice President - Leinung; Secretary - Berner; Treasurer - Kelly. Carried

A letter from former Director Kelly Kranick substituted for Director's Year End Report .

Discussion re: 2024 proposed budget:

Treasure Kelly submitted proposed budget to county as required

Library Clerks will see salary raised to comply with NYS minimum wage laws

Library Bookkeeper will be given a \$1 per hour raise

Motion by Trustees Leinung/Rogers to approve proposed 2024 Budget Carried

Motion by Trustees Becker/Kelly to adjourn Annual Meeting at 6:44. Carried

### Regular December Meeting

Came to order at 6:44

Present: Emilia Teasdale, Jill Leinung, Shirley Kelly, Meg Todisco, Vivian Becker, Melissa Schieren, Laura Rogers, Mimi Johnson (Interim Director)

Excused Absence: Kristi Berner

Public Comment: No public comment

Motion by Trustees Leinung/Schieren to approve minutes from the November meeting with edits. Carried

### Discussion of Treasurer's Report:

The Library received a \$41.00 check from Hannaford

Treasurer Kelly has filled out and submitted a mandatory Dept of Labor form

The National Grid bill was again billed at the \$0.23 rate instead of the \$0.13 rate that was supposed to be used through January 2024. Treasurer Kelly will call to seek resolution of this issue

Treasurer Kelly reported that the current limit of \$500 for each of the two permitted credit cards, per the Credit Card Policy, is creating difficulties with the process for book ordering, given changes in how retailers are handling orders. A raise in the limit to \$1,500 per card was recommended. Motion by Trustees Schieren/Todisco that the Board amend the Credit Card Policy by raising the limit per card to \$1,500."

Carried unanimously

There is still a balance for purchasing books in the 2023 budget. Interim Director Johnson will make some purchases by next Thursday, 12/28.

There is also money on the 2023 Overdrive line that can be spent

Motion by Trustees Schieren/Leinug to accept Treasurer's report. Carried

### Executive Session

Motion by Trustees Kelly/Schieren to enter Executive Session for the purpose of discussing personnel issues Carried

Motion by Trustees Kelly/Schieren to leave Executive Session. Carried

Trustee Kelly excused because of recent surgery.

### Old Business

Bike Rack - the wrong size rack was delivered and has been returned; correct one has been ordered

Trustee Opening - Meg Todisco will not be returning as a Trustee when her term expires on 12/31/23; the board expressed their appreciation for her years of service. The open seat on the Board will be posted on the Library web-site, Facebook and in the Library.

Director update - Kelly Kranick has resigned the position of Library Director due to health issues. The Board will begin seeking a new director after the first of the year. Mimi Johnson has agreed to be Interim Director.

Fundraiser Letter - The draft letter submitted by Trustee Berner was edited. President Teasdale will send the edited version to Board members and out to the public through Constant Contact. Board members should feel free to send out their own copies of the edited letter to potential donors.

### New Business

There was no new business

## Trustee Concerns

Trustee Rogers is volunteering with Literacy Connections and will be using the Library facilities to teach non-English speakers.

## NYLA and MHLS updates

Vega has a new name

MidHudson Library web-site is changing to make it more user friendly

The public can go to the NYLA website to contact the Governor's office regarding the State's budget which will be out 1/13/2024

The Board President is responsible for checking that trustees have completed their mandatory 2 hour training

The next Regular Meeting will be on January 15, 2024 at 6:30pm.

Motion by Trustees Becker/Schieren to adjourn. Carried