

HENDRICK HUDSON FREE LIBRARY  
Board of Trustees Meeting  
June 26, 2017

**DRAFT**

**Board members present:** Michele Keefe, Ellen Roth, Agnes Leyden, Mark Geisler, Jeffrey Schwartz, Karen Rosen, Kathy Americo

**Also present:** Jill Davis, Director, Philip Brandon, Trustee approved for term beginning July 1, 2017

**Ms. Leyden called the meeting to order at 7:05 pm.**

Pledge of Allegiance was recited.

The minutes of the May 22, 2017 meeting were held over and will be presented at the September 18<sup>th</sup> meeting as there were not enough eligible trustees present to vote.

**FINANCES - Mrs. Davis**

- **Budget-to-Date** -- reviewed and accepted as in line with 11 months of our FY. Mrs. Davis noted that all income has been received and that our expenses are currently lower than budgeted for.
- **Treasurer's Report** - reviewed and accepted.
- **Miscellaneous Income Report** - reviewed and accepted.

**PUBLIC COMMENTS**

**OLD BUSINESS**

- **Construction Update**  
Mrs. Davis reported construction is finally moving forward. The board all viewed the progress and Mrs. Davis answered questions. At this point we are on target for an October 9<sup>th</sup> Grand Opening.
- **Strategic Planning Committee Update**  
Ms. Keefe and Ms. Roth reported that the committee met prior to the meeting and has simplified the plan and finalized the layout. The plan will only cover a 3 year period but will be easily updated. The group will be making final additions and hopes to have the document ready for full board comments at the September meeting.
- **Fundraising Update**  
The fundraising letter has been sent to the printer. The mailing list has been completed and the letter will be sent to approximately 8500 residents. There will be extra copies for personal distribution available. The letter will be mail just after the 4<sup>th</sup> of July.
- **Corey Peters**  
Mr. Peters has sent emails to numerous directors inquiring about attending board meetings to discuss his ideas on library efficiency. He has never attended. Discussion by Westchester Directors and WLS staff lead us to believe this was internet phishing and advised us to all block his email.

## **NEW BUSINESS**

- **Patron Tree**

A neighbor has offered to purchase a tree to be planted on the driveway side of the library. The board would like to wait until after the construction is complete before making a decision and will defer to our landscaper to determine the appropriateness of a tree, as well as placement.

- **HVAC Estimate**

Once the construction is complete there will be only one large HVAC unit that will not be controlled through software, but will have a manual thermostat. An estimate of \$6500 was submitted by Getting HVAC with the work being done by Automated Systems, whose software currently controls the building. The board felt that the cost outweighs the benefits and will not move forward with this project at this time.

## **DIRECTOR'S REPORT**

- **Two WLS Mini Grants**

The library will be receiving two mini grants from WLS, one for a Quilting Program and the second for a Community Theater Program. Both programs will take place in the fall.

- **Battle of the Books**

This year's event will take place on Saturday, October 21<sup>st</sup> at Hendrick Hudson High School. Ms. Landesberg played a key role in securing the site and is in charge of all the volunteers. Mrs. Davis will distribute this year's book titles and invites anyone to read them and submit practice questions for our teams.

## **DEPARTMENT REPORTS - (January, May, September)**

## **CORRESPONDENCE**

## **OTHER**

- Ms. Leyden presented Ms. Keefe with a gift from the board for her 9 years of service. In that time Ms. Keefe has served in all executive positions except treasurer and on almost every committee. Her financial and procedural expertise has been greatly appreciated by all.

**Meeting adjourned at 7:45 pm.**

**NEXT MEETING: Monday, September 18<sup>th</sup> -8:00 pm- General Meeting**