

**HENDRICK HUDSON FREE LIBRARY
Board of Trustees Meeting
February 24, 2020**

Board members present: Mark Geisler, Charles Smith, Agnes Leyden, Cindy Neff, Kevin Quigley, Francoise LeGoues, Philip Brandon

Also present: Jill Davis, Director

Ms. Neff called the meeting to order at 8:01 pm.

Pledge of Allegiance was recited.

The minutes of the January 27, 2020 meeting were approved on a **motion** made by Mr. Geisler and seconded by Ms. Leyden; motion carried unanimously (5-0) with 2 abstentions.

FINANCES - Mrs. Davis

- **Budget-to-Date**-reviewed and accepted. Mrs. Davis discussed income and expense items.
- **Treasurer's Report** - reviewed and accepted.
- **Miscellaneous Income Report** - reviewed and accepted.

PUBLIC COMMENTS -NONE

OLD BUSINESS

- **Trustee Interviews**
Interviews will be held on March 23rd. Mrs. Davis will contact all those who have applied and set times. Interviews will be scheduled every 20 minutes beginning at 7pm.
- **Shen Scholarship**
The committee met and discussed the criteria that Mr. Shen had put forth and were in agreement with all the criteria except the income verification requirement. Mrs. Davis reached out and explained that if income verification was to be included then the committee felt the library could not be the administrator of the award. We are awaiting his decision.
- **Fundraising**
Mrs. Davis reported that the committee met and discussed a number of options for possible fundraising events. It was decided that we will hold a comedy night in October 2020, and investigate a casino night for the spring. Mrs. Davis will look into doing another wine bottle bingo event. We will put donation jars at events where there are refreshments served, as well as "keep the change" jars at both the adult and children's circulation desks. Ms. Neff suggested that we produce a card for patrons to fill out at events to gauge the interest in some of the other fundraising events proposed.
- **HVGCC Guidebook Ad**
Mr. Brandon and Mrs. Davis are working on ads to be placed in the chamber guide. It was agreed that we should pay the \$190 extra to have our ads linked to the library website in the digital version of the publication. Mrs. Brandon will design the landing pages. As done in the past, our ads will be placed on the Town of Cortlandt and Hendrick Hudson School District pages of the guide.

- **Letter to Yankee Construction**
The draft letter Mr. Geisler presented was reviewed and suggested changes were made. Mr. Geisler will make the changes and present the letter at the March meeting.
- **Presentation of Budget at 3/11/20 BOE Meeting**
Ms. Neff will present the Library's budget, for inclusion on the May 19th ballot, at the March 11th Board of Education meeting which is held at the district office at 7:30 pm. Mrs. Davis will attend along with any available trustees. Mrs. Davis will provide last year's talking points for Ms. Neff to review and change accordingly.

NEW BUSINESS

- **HVGCC Non Profit Newsletter**
The library will be featured in the October 2020, HVGCC non-profit newsletter. The article will include the history, services and mission of the library. The spotlight will be on our Comedy Night Fundraiser.
- **2018-2019 Budget**
The Board reviewed and discussed the proposed 2020-2021 budget. A **motion** to approve the proposed budget with a 1.49% budget to budget increase (a tax levy of \$1, 095,000; 4.83% levy to levy) was made by Ms. Leyden and seconded by Mr. Geisler; motion carried unanimously (7-0).

Executive Session

Called: 9:35pm

Personnel

Adjourned: 9:43pm

A **motion** to set the 2020-2021 Library Director's salary to the agreed upon rate as determined in executive session was made by Ms. LeGoues and seconded by Ms. Leyden; motion carried unanimously (7-0).

DIRECTOR'S REPORT

- **Committee for Princeton Plan**
Mrs. Davis will be serving on a community committee to evaluate the Princeton Plan as a viable utilization of our schools in the future.
- **Wallpapering**
The 18 year old wallpaper in the Constance Dyckman Community Room has been replaced.

DEPARTMENT REPORTS - (January, May, September)

CORRESPONDENCE

- Thank you was received from staff member for get well basket
- Patron email expressing concerns

OTHER

Meeting adjourned at 9:54 pm.