

HENDRICK HUDSON FREE LIBRARY - Board of Trustees Meeting
February 28, 2022
Via GoToMeeting

Board members present: Kevin Quigley, Philip Brandon, Tammi Trudel (on phone), Barbara Burck, Mark Geisler, Cindy Neff, Francoise LeGoues

Also present: Jill Davis, Director

Mr. Brandon called the meeting to order at 7:04 pm.

Pledge of Allegiance was recited.

The minutes of the November 22, 2021 meeting and the December 21, 2021 Special Meeting and the February 10, 2022 Special Meeting were tabled to the March meeting; lack of a quorum.

The minutes of the January 24, 2022 meeting were approved on a **motion** made by Ms. LeGoues and seconded by Mr. Quigley; motion carried (7-0).

FINANCES -Mrs. Davis

- ❖ **Budget to Date** - reviewed and accepted
- ❖ **Treasurer's Report** - reviewed and accepted
- ❖ **Miscellaneous Income Report** - reviewed and accepted

OLD BUSINESS

- **Comedy Night Fundraiser/River Journal Publicity Agreement**
Mr. Brandon reviewed the details of the Comedy Night Fundraiser including the publicity that has been submitted to the River Journal North. He has reached out to a local wine vendor to see if they would be willing to partner with the library for the event. Ms. Trudel has letters requesting donations of goods ready to be distributed to local grocery and food businesses. The ads in the River Journal will go live on March 1, 2022.
The library has entered into an agreement to run ads in all three of the River Journals publications (print-newsletter-website) for 6 months (of our choice). We are hopeful that this will assist us in our goal of providing more community awareness of all the library has to offer. Mrs. Davis will be writing short single subject articles monthly for River Journal.
- **Pergola**
The architect are completing the coordination with the structural and MEP engineers, and are hoping to issue a set of plans to the building department in early March.
- **Flooring Replacement**
The estimates for replacing the defective floor around the circulation desk were provided to the board prior to the meeting. After review and discussion a **motion** to approve moving forward with R D Weis' proposed plan and estimate was made by Ms. Neff and seconded by Ms. Trudel, motion carried unanimously (7-0).
- **Sidewalks Project Update**
The sidewalk project is complete and all inspections have been done and filed with the Town of Cortlandt.

- **EV Charging Station**

Mrs. Davis distributed the information on the SemmaConnect EV charging station and the electrical installation costs of the charger prior to the meeting. Mrs. Davis has applied for a grant from the TD Charitable Foundation for the full amount of the project. She will request the timeline for grant approval. There was discussion and questions concerning the technology and the safety of the unit, as well as if there was other money that might be available from the State to help reduce the costs. Mr. Quigley, owning an electric vehicle, provided valuable information about owner's needs, usage and current charging locations. The topic was tabled to the March meeting pending additional information.

Executive Session

Called: 7:53pm by Mr. Brandon and seconded by Mr. Quigley

Personnel

Adjourned: 8:14pm by Ms. Neff and seconded by Ms. Burke

- **2022-2023 Proposed Budget**

The Board reviewed and discussed the proposed 2022-2023 budget. A **motion** to approve the proposed budget with a 3.57 budget to budget **decrease** (a tax levy of \$1,203,183; 4.34% levy to levy increase) was made by Mr. Brandon and seconded by Mr. Quigley; motion carried unanimously (7-0).

A **motion** to set the 2022-2023 Library Director's salary to the agreed upon rate as determined in executive session and to allow for a 3% increase for current staff was made by Ms. LeGoues and seconded by Ms. Trudel; motion carried unanimously (7-0).

NEW BUSINESS

- **Approval to Submit 990's and Financial**

Mrs. Davis provided answers for previously submitted questions concerning the financial documents prior to the meeting. A **motion** to accept the 2020-2021, 990's and Financial Statement was made by Mr. Geisler and seconded by Ms. Brandon; motion carried unanimously (7-0).

- **Witt Donation**

The Hope for Youth Foundation has been a longtime supporter of the library and its programs. They will be celebrating Hope for Youth founders Jim and Nancy Witt with an event in April 2022. The board of trustees has agreed to take out a ¼ page ad in the journal that will be produced for the event. The donation will come from the board members. Any member who wished to contribute will make the arrangements with Mrs. Davis.

- **Presentation of Library Budget to the Board of Education**

Mr. Brandon will present the Library's budget, for inclusion on the May 17th ballot, at the March 16th Board of Education meeting being held in the high school cafeteria at 7:00 pm. Mrs. Davis will attend along with any available trustees. Mrs. Davis will provide last year's talking points for Mr. Brandon to review and change accordingly.

- **Seeking New Trustees**

Mrs. Davis will send out notification that the library will be accepting applicants to be considered for board positions with terms beginning in July 2022. Mr. Schwartz will be leaving after his term expires in June. Any interested applicants will be interviewed by the board in March and early April. Mrs. Davis will send any information she receives to all trustees.

DIRECTOR'S REPORT

- **Social Media Stats** - distributed prior to the meeting

- **Town of Cortlandt Revitalization Task Force**

Mrs. Davis was invited to join a Town of Cortlandt committee that will be looking at securing grants to help rejuvenate the Hamlets of Montrose and Verplanck. The first meeting is scheduled for Thursday, March 3, 2022.

- **COVIDTest Kits**

The library received approximately 1000 COVID test kits from Westchester County for distribution to the public. They have been being distributed 3 packs per family and included a flyer many of the library's offerings. There are still kits left.

OTHER

ADJOURNMENT

NEXT MEETING: March 28, 2022- 7:00 PM (Virtual or in person TBD)

Meeting adjourned at 8:28 pm.