

HENDRICK HUDSON FREE LIBRARY - Board of Trustees Meeting
May 23, 2022 DRAFT

Board members present: Philip Brandon, Mark Geisler, Cindy Neff, Francoise LeGoues, Gina Goodenow, Jeffrey Schwartz (via phone), Barbara Burck, Kevin Quigley

Also present: Jill Davis, Director; Steve Pavlopoulos, Trustee (7/2022); Judi Deloreto, Trustee (7/2022)

Mr. Brandon called the meeting to order at 7:08 pm.

Pledge of Allegiance was recited.

The minutes of the April 25, 2022 meeting were approved on a **motion** made by Ms. Goodenow and seconded by Ms. Neff; motion carried (7-0) with 1 abstention.

FINANCES – Mrs. Davis

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

OLD BUSINESS

- **Budget Results**
Mrs. Davis reported the favorable voting results of the library proposition; 995 for, 331 against. The 2022-2023 library budget passed with 75% in favor.
- **HHSD Contracts**
Mrs. Davis presented the revised contracts (updated levy figures) that need to be signed by Mr. Brandon and Ms. Goodenow. Once they are signed they will be sent to Hendrick Hudson School District for counter signatures of the Board of Education officers.
- **Comedy Night Fundraiser Update**
The fundraising event went well. The board members who attended reported their thoughts. Mrs. Davis will have the final figures from the event available at the June board meeting. Mrs. Goodenow suggested that a survey be sent to all those who attended in order to gain feedback for future events. She offered to compose some questions for board consideration. In discussing possible future fundraising events, Ms. LeGoues offered to reach out to the Casino Night organizers to request updated information. The end of January 2023 was suggested as a possible event date.
- **Pergola**
Bids for the project are due on May 24, 2022. Although the bid documents were sent to 8 contractors, only 1 attended the walkthrough earlier in May.
- **Electric Sign**
The electric sign has been ordered. There is a 16 week lead time; therefore expected delivery is not until the end of the summer.

- **Policy Committee**

The committee needs to meet to review all policies and to consider the following new policies: Notice to Employees Regarding Electronic Monitoring, Protocol on Recording in the Library, Procurement; and to update the Whistleblowers Policy to meet the new requirements. Mrs. Davis will contact members of the committee to set up a convenient date to meet.

NEW BUSINESS

- **Parking Lot Sealing/Stripping**

The library lot will be sealed and stripped Sunday, May 29th and Monday, May 30th. The library will be closed on the Sunday May 29th. Notice of the closure has been given to the public using social media, email blasts, our website and signage. Pro Seal will be performing the work at the cost of \$7,900; no increase from 5 years ago.

- **Trustee Gina Goodenow Treasurer; July 1, 2022 - June 30, 2023**

A **motion** to elect Gina Goodenow to serve the last year of Jeffrey Schwartz's term as treasurer (July 1, 2022 – June 30, 2023) was made by Mr. Brandon and seconded by Mr. Schwartz; motion carried unanimously (8-0).

- **Health Insurance During Retirement**

Mrs. Davis requested the board clarify the provision that she will receive health insurance coverage in retirement even if she chooses to retire before reaching Medicare retirement age. It was agreed that some provision needs to be put in place. The board requested that more details on the costs be provided before a formal plan can be put in place. Mrs. Davis will request pricing and present the findings at the June board meeting.

- **Cleaning Estimates/Comparisons**

Estimates from three companies were presented and reviewed. A **motion** to move forward with Vanguard was made by Mr. Brandon and seconded by Mr. Quigley; motion carried unanimously (8-0).

- **Wallpaper Replacement**

The board reviewed the proposals for replacing the wallpaper in the 2nd floor hallway, staircase, and downstairs vestibule. It was agreed not to proceed at this time as the estimated costs were quite high. The board will re-evaluate in a year or so.

DIRECTOR'S REPORT

- **Sandy Galef Grant**

Assemblywoman Sandy Galef is requesting a grant of \$25,000 be given to the Hendrick Hudson Free Library to support operating expenses. Mrs. Davis submitted a brief description of what the money would be used to support.

- **Westchester County Business First Grants for Non Profits**

Mrs. Davis applied for WCBF funding for the reimbursement of expenses incurred during the COVID pandemic. This reimbursement will include the increased costs of publicity and costs associated with moving to a virtual environment. The library has been approved to receive \$30,000. Mrs. Davis and Mrs. Kolesar will begin gathering and submitting the required paperwork.

ADJOURNMENT

Meeting adjourned at 8:13 pm.

NEXT MEETING: June 27, 2022 - 7pm General Meeting