

**HENDRICK HUDSON FREE LIBRARY - Board of Trustees Meeting
January 27, 2025**

DRAFT

Board members present: Francoise LeGoues, Kevin Quigley, Tammi Trudel, Marie Manner, Cindy Neff, Steve Pavlopoulos, Mark Geisler, Gina Goodenow, Phil Brandon, Charles Smith

Also present: Jill Davis, Director

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

The Pledge of Allegiance was recited.

The minutes of the November 18, 2024, meeting were approved on a **motion** made by Ms. LeGoues and seconded by Mr. Pavlopoulos; the motion carried (10-0).

FINANCES – Mrs. Davis

Budget to Date - reviewed

Treasurer's Reports - reviewed

Miscellaneous Income Reports – reviewed

CD-February 7th, 2025 Maturity – Gina Goodenow (Treasurer) and Mrs. Davis (Director), will obtain rates and terms for the TD Bank CD that will mature on February 7, 2025. They will invest it in another CD, at the best rate and term (up to 12 months).

UNFINISHED BUSINESS

Policy Updates

The following policies will need to be reviewed/developed:

Employee Handbook

COBRA

Jury Duty

ADA Accommodations

Policy Manual

DEI

Trustee Education Assurance-Bylaws

ICE

Director's Review

All board members have received Mrs. Davis' self-review. Mr. Quigley will contact those members of the review committee to set a meeting to discuss.

NEW BUSINESS

Starting Salaries 2025-2026

A motion to accept the 2025-2026 Suggested Starting Salaries was made by Mr. Geisler and seconded by Ms. Manner; motion carried unanimously (10-0).

2025-2026 DRAFT Budgets

Mrs. Davis presented two possible budgets to be put on the May 2025 ballot. The board will review them and make recommendations and a final decision at the February meeting.

2025-2027 Officers

The following will be the slate of officers to be voted on at the annual meeting in April:

Francoise LeGoues- President
Tammi Trudel- Vice President
Gina Goodenow- Treasurer
TBD- Secretary

Trustee Terms Expiring-June 30, 2025

The following trustees' terms expire June 30, 2025:

Judi DiLoreto
Steve Pavlopoulos
Marie Manner
Kevin Quigley

All have indicated that they would like to be considered for an additional 3-year term, to be voted on at the annual meeting in April.

Pillar Pods-Study Booths

Usage of the four study rooms currently available to the public is extremely high. Mrs. Davis presented (attached documents) information on study booths manufactured by Pillar. These units are completely self-contained and soundproof. The board agreed that we should move forward with purchasing units to fit the designated area in the main part of the library. They would prefer 2 double units, but if this is not possible (no adequate space), then a single and a double can be considered.

Roof Estimate Maintenance Agreement

Mrs. Davis presented a proposal for entering into a contract with A.R.M Roofing, who specialize in metal roofs, for twice yearly examination and maintenance of the library roof. The board agreed that this would be beneficial in ensuring the longevity of the roof. A.R.M has done repairs on our roof and gutters in the past with positive results.

DIRECTOR'S REPORT

Whistle-Blower Violations Report (April-September-**January**) Non-Reported

Board of Education Budget Presentation

March 5, 2025 all board members are invited to attend.

Camp Life During the Revolutionary War

Mrs. Landesberg, Adult and Teen Librarian, secured a grant to fund the Camp Life program which will be held on April 27, 2025 on the library lawn.

DIY Pop up Crafts

The library has a new take and make program that allows patrons to pick up a monthly craft to do at home. The library website has a page devoted to these crafts that includes directions. This program has been very successful and we are clearing out our craft closet.

Niche Academy Training

The library subscribes to Niche Academy Homeless Training which provides live and pre-recorded training modules to help library staff and trustees to better handle challenging situations. Any trustee who would like access to the software should email Katie Caracci kcaracci@henhudfreelibrary.org to receive log on instructions.

Waste Line

The waste line that carries waste from the 2nd floor public restroom and the children's restroom was severely clogged. Cheap Snake was hired to diagnose and clear the clog. Castle Plumbing then replaced the flusher in the 2nd floor restroom with a higher volume flusher to improve the flow and hopefully alleviate the issue.

Connie Dyckman Mondy Book Group

Mrs. Dyckman, the former director, has retired from moderating the Monday Book Group. Bobbie Jones has taken on this role. Mrs. Dyckman will still help with the curating of the art exhibit, but on a volunteer basis.

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

CORRESPONDENCE

OTHER

ADJOURNMENT- Mr. Quigley adjourned the meeting at 8:21 pm.

NEXT MEETING: Monday, February 27, 2025 – 7:00 pm (General Meeting)