

Livingston Free Library
Regular Monthly Meeting of the Board of Trustees
December 21, 2022

Called to order at 7:05pm by Donna Lynk

Attendance were trustees:

Donna Lynk, Jim Benton, Jennifer Owens

Not present: Wendy Tremper Wollerton, Director

Approval of Minutes from the 10/26/22 Meeting: Motion by Jim to accept, 2nd by Jen, vote: APPROVED.

Treasurer's Report:

1. There is \$23,506 in the bank account.
2. Donna reported that the annual appeal collected \$2,795 and the fundraiser collected \$135 in donations. Wendy said she sent thank you letters to all annual appeal donors and that she will provide the board with an excel summary of the donations.
3. Donna said she plans to start working on the library budget. She summarized the anticipated revenue: \$2800 from the County Fund, \$400-450 from the Stewarts grant for youth programming, as well as grants from the Bank of Greene County and Hudson River Foundation. The library will receive \$25,000 from the Town of Livingston. Wendy asked about funding from the Town of Gallatin. Donna replied that they had not yet announced their annual budget but that she would keep an eye out when they do.

Approval of the Treasurer's report: Motion by Jim to accept, 2nd by Jen, vote: APPROVED.

Director's Report:

1. Wendy reported that the Columbia County Bd. of Supervisors did not give the Columbia County Library Association (CCLA) a funding increase. They were expecting \$72,904 but received the same amount as 2022, \$70,781. To make up the difference, the CCLA voted to have \$200 less from county funds. Instead of \$3000 for all eleven libraries, each library will receive \$2800 from the second payment from the county. If, at the end of 2023 there is enough money in the checking account, each county library will receive \$200.
2. She also reported that the CCLA has committed 3 yr. contracts for use in country libraries for Newsbank, ReCite Me, and Tixkeeper. The value of these and other subscriptions and services from the CCLA amounts to approximately \$4633 for the LFL annually.
3. Wendy outlined her recommendations for the 2023 Collection Budget totaling \$4,000:
\$700.00 for Overdrive ---based on patron usage, recommended \$670/yr.
\$1000.00 for Hoopla
\$2300.00 for Books/ DVD's
4. She gave the board members each a Sexual Harassment Training forms, which were signed attesting that the members completed the required training.

5. Wendy let the board know that there was a new Trustee On Demand Training continuing education service provided by the MHLS. Board members can complete their mandatory 2-hour trustee training there (training is required by NYS starting in 2023)
6. She let the board know that through the CCLA, our library patrons will have access to a series of Online Tech Labs starting the first quarter of 2023.

President's Report:

1. Donna reported that the Town anticipates breaking ground on the new Rec Park building in spring. If building goes as planned, the structure will be open by the summer and the library can consider it as a location for potential programs. She suggested the library be represented there with a corner with chairs to read in and a small "take a book" structure. She thinks that those items would be a good thing to apply for through the Bank of Greene County grant.
2. She updated the board and staff that new LED flood lights had been installed, pointed towards the library parking lot and entrance pathway. The lights and installation costs were an in-kind donation by the president.
3. Donna reported that she has had a hard time finding someone to hire to plow the library parking lot and shovel the entrance pathway. We are on Kenny Legyt's list, but if the property is not plowed or shoveled by open hours, Wendy should close the library for the day for safety.

New Business

1. Donna suggested revisiting the cookie sale fundraiser next year during the holidays, she has received inquiries from the community about it.
2. She also suggested that we apply for the Hover grant next fall to have the bushes in front of the library removed and general landscaping.
3. The president reported that she has identified potential board members and hopes that the board can approach them about joining in the near future.

OLD Business

1. The board discussed potential repairs to the library building that may need to be done in 2023. The one known project is to replace the sheet rock that was water damaged due to a roof leak. The project should be done sometime in the next few months.

Executive Session

The board went into executive session at 8:15pm to discuss the hiring of a director to replace Wendy upon her retirement in February of 2023 as well as a library clerk.

The meeting was adjourned at 8:35pm.

Respectfully submitted,
Jennifer Owens, board member