

**Claverack Free Library**  
Minutes of the Monthly Meeting of the Board of Trustees  
Tuesday, August 15, 2017

**Trustees Present:** Jane Case, Laura Miller, Alice Platt, Jennifer Post, Susan Roberts, Vicki Rosenwald, Mario Verna, Mary Elizabeth Vincent, Marion Vosburgh

**Trustees Absent:** Stephen King, Michael Sullivan

**Also Present:** David Baylen, Friends Co-Chair

**Also Absent:** Thea Schoep, Library Director

The monthly meeting of the Board of Trustees convened by president Jane Case at 5:00 p.m.

1) **Motion to approve the minutes of July 18, 2017 made by Alice, second by Mary Elizabeth. Motion carried.**

2) Treasurer's Report – Susan

Jane thanked Susan and Marion for all their hard work from check writing to audits to financial reporting.

3) Director's Report – Report submitted by Thea and attached

A) Mario mentioned how hard David Baylen has worked on the Jr. Engineering Little Free Libraries project.

B) Jane suggested that pictures and releases of this project be widely distributed to the media, on the web and to the Hover Foundation. She added that parents have told her how impressed they were that David took the time to explain *why* the components of construction needed to be done.

4) Current Library Meetings with the Town of Claverack – Submitted by Stephen and attached

Jane reported that the town board feels positive about working with the library to find a home for the town court, but that one individual has concerns about the space. Jane will schedule a meeting to address these concerns in the coming weeks.

5) Nominating Committee –

Jane reminded the trustees that her second term, as well as Alice's, concludes in September. The committee will nominate each of them to a third term next month.

6) Friends of the Library – No written report

A) David reported that the group met 1½ weeks ago. They discussed sending an email to current friends reminding them of dues for the coming year.

B) The group is planning their role at the fall book sale including how to sell the donation of art as a fundraiser.

C) He indicated that the Friends may be interested in taking over the Friday night preview reception and he has encouraged members to attend to see the event for themselves.

7) Public Forum – No public present

8) Referendum 414 – Susan

A) Susan submitted 234 signatures on the designating petitions to the Town Clerk on 8/15.

B) Next, the board must decide how to get out the vote. It was agreed to hold a phone bank effort to supporting voters on the weekend prior to the election.

C) David suggested sending a MailChimp reminder to our list. Jenny will send the background materials, or case for additional funding, to David. This also will be posted on the library's website.

9) Committee Reports

A) New Building Committee – Report submitted by Mike and attached

i) Jane reported that the newly installed curbs have generated a lot of excitement in the community.

ii) Dave mentioned that, while working on the little free libraries, he met two women were visiting from Ohio. The older woman grew up here and wanted to share her memories of the town, school and library with her daughter.

iii) Alice observed a mother and son on the library's lawn. He was reading a book, she was working on her computer.

B) Capital Campaign – Report submitted by Jenny and attached

i) Jane mentioned that the Kinderhook Library has received funding from Senator Kathy Marchione and agreed to call the Senator's office to ask for support for our new library.

ii) It was agreed to hold a celebratory cookout to showcase the new library's progress on Sunday, 10/1 from 1 to 3 p.m. Jenny will head this up with help from Jane, Roger, Mario and Laura. Mario agreed to ask Cantele Tent Rental to put the tents up on 9/30. Jane will speak to John and Maryanne Lee to see if they might arrange for Nellie Rustick to come to sing. This will be a free event (suggested donations only). Town officials will be invited. Jenny will work up a draft budget to come from capital campaign funds. The event will also offer tours of the new library and the drawing of the winner-takes-all raffle.

iii) Jenny will send David and Mario updated capital campaign materials for the website and a MailChimp blast.

C) Current Building Committee – Report submitted by Stephen and attached

Stephen and Michael attended the monthly Town Board meeting on 8/10. Supervisor Kippy Weigelt disclosed that the town was in discussions with the library to possibly use the current library as a town court. A meeting with town representatives will be set.

D) Communications – Report submitted by Laura and attached

Laura reported that she and Jenny met on 8/8 to transfer responsibilities to Laura (with help from Mary Elizabeth and Jenny). Discussion followed of the value of paper mailings vs. electronic contact. Mary Elizabeth will provide a cost/income analysis for the past mailings.

E) Programs – Report submitted by Vicki and attached

i) On 8/22 Molly McCann of the Alzheimer's Association presents a program on Healthy Aging. Following the program attendees are invited to help plan future senior future programming for seniors.

ii) Vicki will be away and requested help with the Defensive Driving program on Sunday, 11/19 from 9 to 3 p.m. Alice and possibly Mary Elizabeth will help.

iii) Vicki agreed to be at the library to help patrons with resources during the eclipse on 8/21.

F) Technology – No report

G) Policy – No report

10) Old Business –

Vicki reported that 45 tickets have been sold for the winner-takes-all raffle.

11) New Business –

A) Mario presented the following schedule for the Fall Book Sale:

Sept 30 (Sat): Cantele to setup tents

Oct 1 (Sun): New Library Celebration, with drawing of raffle winner

Oct 2 (Mon): Move books into the tent area

Oct 6 (Fri): Preview event

Oct 7 (Sat) and 8 (Sun): Book Sale  
Oct 10 (Tues): Cleanup (clear out books)  
Oct 11 (Wed): Cantele to remove tents

B) A discussion was held regarding library trustees wishing to run for town office.  
C) Mario will send an email requesting help to move the shed to accommodate the temporary storage unit.

**Motion to adjourn made at 6:37 p.m. Motion made by Mario, second by Marion. Motion carried.**

**The NEXT REGULAR BOARD MEETING WILL BE HELD ON TUESDAY, September 19, 2017, at 5 p.m. at the library.**

~ Submitted by Secretary Jennifer Post