

Sherrill-Kenwood Free Library Board of Trustees Meeting

May 16, 2023 @ 5pm

Call Meeting to Order / Roll Call / Acceptance of Agenda

- Meeting called to order at 5:01pm
- Board Members Present: Lauren MacDonald- President, Daryk Macrina- Vice President, Rachel Sayles- Secretary; Cathi Brewer, Katie Falkenmeyer, Jolene Vanderhoof
- Excused: Mary Lou Sayles, Tracy Chieco- Treasurer
- Others present: Bill Loveland- Library Director, Rashmi Bismark
- Move to Accept Agenda made by Daryk Macrina and second by Jolene Vanderhoof

Review and Approval of Meeting Minutes

- Discussion
- Motion to accept April Meeting Minutes- Made by Jolene Vanderhoof, second by Cathi Brewer

Public Comment

- No public comment

Friends of the Library Report

- Have own bank account
- Vernon walking trail and in Vernon Center by the post office for book boxes, permission for book box in Verona
- Meeting next thursday May 25th 2023

Treasurer's Report

- Discussion of formalities on line items, have "Year To Date" and monthly report on one spreadsheet
- Motion to approve April Report- made by Katie Falkenmeyer, second by Daryk Macrina

Committee Reports

- Executive Committee:
 - Report:
 - Approved contract with Bobby Davis for spring cleanup on April 21 as discussed at the April Board meeting
 - Approve windows expenditures on April 23
 - Approved investment proposal from Community National Bank on May 1
- Buildings and Grounds:
 - Buildings and Grounds: Update
 - Completed window project
 - Meeting to discuss next round of upgrades for Construction Grants (75% reimbursement by state)
 - New boiler/hot water heater combination

- Power assist door
 - Electrical outlets upstairs
 - Bobby Davis came and continuing Spring clean up, hopeful to be done by Memorial Day
- Nominating Committee: Update
 - New potential board member present
 - Awaiting NYS to approve new board member staggering terms
- Policy Committee:
 - Motion to approve Use of Public Space Policy made by Katie Falkenmeyer second by Daryk Macrina
 - Motion to approve Public Posting Policy made by Rachel Sayles second by Jolene Vanderhoof
 - Motion to approve Emergency Closing Policy and matching personnel policy made by Katie Falkenmeyer second by Cathi Brewer
 - First reading of Public Relations Policy
 - First reading of Social Media Policy
 - First reading of Photography & Filming Policy
- Personnel Committee
 - Annual Review form for discussion and approval, semantic changes on form
 - Motion to approve made by Katie Falkenmeyer second made by Daryk Macrina

Director's Report

- Director's Report
 - Sherrill-Kenwood Community Chest donation of \$5,000
 - Bennati Memorial Project completed in Children's room
 - Discussed summer hours of library, summer programs, and story times to continue

Unfinished Business

- Remaining Meeting Dates for 2023
 - Tuesday, June 20
 - Tuesday, August 1
 - Tuesday, September 19
 - Tuesday, October 17
 - Tuesday, December 5

New Business

- None

Executive Session

- Started at 6:01 pm - Bill invited to remain in session
- Ended at 6:12 pm

Motion to adjourn made by Jolene Vanderhoof, second by Katie Falkenmeyer at 6:14pm

Next meeting: June 20, 2023 at 5 pm