

GREENWICH FREE LIBRARY

BOARD OF TRUSTEES

MARCH 2024 MEETING MINUTES

Regular Monthly Meeting

Wednesday, March 20, 2024

7:00 pm

Community Room

Attendees: Patrice Abate, Mary Ann Spiezio, Teri Pendergrass, Sandy McReynolds, Ellen Fronhofer, Sarah Murphy, Christine Richards, Dave Wever (via phone), Tony Jordan, Aaron Northrup, Paul Thurston

1. Call to order 7:03 pm
2. Board Action Items
 - a. Approval of proposed February 2024 Minutes (separate document)
Christine made a motion to approve the February meeting minutes. Ellen seconds. Board approved.
3. Board Committee Reports
 - a. Facilities Committee (Aaron, Dave, Paul, Teri) – Discussion of a portable lectern that would be paid for by a donor and would include speakers and a portable microphone. May be able to modify the lectern we already have. Bathroom sink replacement with wall mounted sinks or ADA compliant vanity. We need to contact architect and it will be added to Teri’s list of things to talk to Lisa about. Sarah doesn’t think changes to the bathroom are included in the grant. Teri is going to get in touch with Lisa about the sinks and ask when they should get together to determine the next steps. Aaron is going to fix one of the tables again. Sarah said we need repairs to our outside sign and Aaron will call ADK about the problems we are having when we update the lettering. We should repaint the arrows on the driveway to prevent people from entering and exiting where they shouldn’t. Should we add signage encouraging Library attendees to park in other available lots? Patrice will speak to Jim Nolan about where we could allow patrons to park in the Town parking lot. Aaron will get a quote for matching signs for the parking lot entrance and exit.
 - b. Finance & Fundraising Committee (Mary Ann, Patrice, Paul) – Meeting on Monday, March 11th drew the entire Library staff, some board members and Kathy who represented Friends, Osteo and is also a patron. We established that we do need some short and direct language to provide to staff at the desk and that we may want to consider broadcasting our message. Trustees reviewed the draft FAQ and a document Paul produced that provided 8 years of funding history. Grants and small funding sources were not included in Paul’s analysis. Sarah asked that all Board members review and suggest changes to the Q&A using the document available in the Google drive. Sarah suggested we also prepare an external document, perhaps a letter to the editor, to proactively get the message out. We would want to have

something published toward the end of April since the public meeting will be on May 6th. Patrice is going to present letters to the Village and the Town, also letting them know about our plan.

- c. Material Review Committee (Cliff, Patrice, Paul) – No report
 - d. Policy & Audit Committee (Mary Ann, Patrice, Paul) – Still need to review the internet policy. Mary Ann will send out the policy for the entire Board to approve.
 - e. Board Recruitment (Cliff, Patrice) – No report
 - f. Personnel & HR Committee (Mary Ann, Paul) – No report
4. Gill Room Report (presented by Sandy McReynolds, Historian) –

Requests:

- Fitch Manuscript information
- Additional information on Paul Mulligan
- Reynolds Tavern/Inn
- 3 family genealogy

Other:

- Working with the Greenwich Easton Historical Association on their window project
- Our student volunteer has started, averaging 4 hours per week.

- 5. Friends of the Greenwich Free Library Update – No report
- 6. Treasurer’s Report – Transaction detail report was reviewed.

Tony made a motion to accept the Treasurer’s Transaction Report. Paul seconds. Board approves.

- 7. Library Director’s Report –

February Statistics: Check outs – 2654; Borrowers – 420; Holds Satisfied – 466; New Cards Issued – 9; Computer sessions – 185; WiFi uses – 509; Cossayuna WiFi – 50; Libby checkouts – 409; Kanopy Plays – 60

February 2023/2024 programming and space use comparison (table links to the full spreadshe

	Visitors to the library	Community space use	Community attendees	Library program (General, Adult, Children's, Teen)	Library program and event attendees	Early Childhood programs (Targeting 0-5)	Early Childhood program attendees	Volunteer hours	Farm 2 Library participants	Pounds of waste diverted
<i>Feb 2023</i>	2413	30	269	13	269	9	168	137	277	304.2
Feb 2024	4041	55	347	23	362	13	359	131	338	517.2

STRATEGIC PLANNING GOALS:

Public Promotion

A2 Expand patron base A3 Outreach

- I attended the Resource Fair for Immigrant Families in Saratoga on Wed. March 13.
- Idea from a community member: a welcome to Greenwich meet-up that could help families who have moved from out of the area. Perhaps seasonally?

Programming

B1 Programs that fulfill patron needs

- Current and upcoming programs and events can be found on our website calendar.
- Emily and Kimberly have prepared a narrative update on Early Learning, After School, and Teen Programs. Upcoming highlights include International Waffle Day Workshop & Bluey's Earth Day Party.
- Eclipse: our program was well attended, and our glasses kits are reserved out.
- Southern Adirondack Audubon Society's Loon program was well attended and fantastic: Beginning Birding on March 30 is up next.

B2 Give local artists, writers, creators, and experts a platform:

- Local artist and ceramicist Chris Levy joined us yesterday for a highly successful Ukrainian Egg Painting workshop.
- Musician Kristoffer Ross had a full house earlier this month.
- Artists Judith Ellers and Arthur Brod present: From Pollock to Pixels in the community room throughout April.

Partnerships

C1 Local not-for-profits

- The Youth Art Center Art Show is on display now.
- We have agreed to co-sponsor and host an event for the Washington County Historical Society on Tuesday April 23: Fort William Henry's Moment in Time.
- We have agreed to be a potential worksite for LEAP Youth Employment Services this summer.

Place

- See Facilities report
 - Dave and I have been discussing some podium possibilities.
 - Thank you, Dave, for installing the AED in the library office.
 - ADA compliant sinks in bathrooms/coordinating with Lisa Hayes?
 - We need some repairs on the outdoor sign.

Preservation

- See Gill Room report

E1 Develop Youth and Family Programming Centered on Local History

- I would like to speak with Sandy and representatives from other local history groups about how the library and Gill Room may be able to fill in some of the need/interest in local history programming in light of the likely absence of a Whipple City festival in 2024.

OTHER

Grants Update

- We have been awarded \$1,000 for audiobooks from Penguin Random House.
- We are receiving two grants from LARAC this year: \$2,500 for Music at the Library, which will fund four concerts in the park plus free book giveaways for Summer Reading,

& \$1,000 for Ukulele for Seniors, which includes the instruction and leaves some money for two new, loanable ukuleles.

- We received \$750 from Stewarts to go towards Summer Reading. Emily also got Stewarts to donate 75 ice cream scoop certificates, valuing \$225.75. These are Lego Club prizes, and many of the kids who come regularly signed a thank you letter.
- We are still waiting to hear about a grant from WGY Christmas wish fund for Building Blocks. Additionally, Sydney Nichols is working on a Dollar General Grant which could potentially fund a youth literacy program and materials.

JA news

Schenectady County Public Library (the Central Library and its 8 branches) has requested to leave JA, (Joint Automation) which allows for lending between SALS and MVLS libraries. It is unclear exactly what affect this will have on us. The change is likely to occur at the end of the summer.

8. Period for Public Expression – No comments
9. Old Business – No old business.
10. New Business – Patrice talked to Beth O’Grady about launching ducks as a fundraiser. We would need a net and a rope to create a channel for the ducks to travel. Could we do this on Fathers’ Day weekend and couple it with one of our concerts? Paul suggested Boy Scouts corral them using ropes to follow them from the drop off point and have it end at Greenwich Beach. Food trucks at the beach as well as kicking off the summer reading program. Music that evening.

It was decided that we would close the Library on April 8th due to the eclipse (originally Sarah was thinking that we would just close a half day).
11. Dates of Future Board Meeting Calendar – Next meeting scheduled for April 17, 2024.
12. Adjournment – Paul made motion to adjourn, Christine seconds. Meeting adjourned at 8:40 pm.

Digitally signed by Mary Ann Spiezio