

**Julia Butterfield Memorial
Library Monthly Board
Meeting
Wednesday, September 21, 2022 | 6:30 PM**

ROLL CALL

In attendance: Library director Johanna Reinhardt

Board members: Judy Meyer, Dennis Gagnon, Catherine Platt, Marjorie Gage

RESOLUTION

S

On motions made and seconded during the regular meeting of the Board of the Julia L. Butterfield Memorial Library held on September 21, 2022, the following resolutions were unanimously adopted or adopted by a majority of the Trustees:

- Acceptance of Minutes of the July Meeting of the Board
- Acceptance of the July and August 2022 Warrants/Checks

MONTHLY MEETING OF THE BOARD CALLED TO ORDER at 6:30 pm by Board President Judy Meyer.

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

VOTE: Dennis moved to accept the minutes of the July 2022 meeting of the Board; Catherine seconded. Minutes were accepted unanimously.

Note: The regular August 2022 meeting of the Board was canceled due to illness.

FINANCIAL REVIEW (See attachments):

- **VOTE:** Acceptance of Warrants and Checks: Catherine made a motion to accept the July and August warrants/checks; Dennis seconded. Motion accepted unanimously.
- Reviewed Deposit/Check Detail, Balance Sheet Standard as of August 31, 2022.
- Catherine suggested reviewing Amazon Prime membership for potential cost-cutting efficiency in 2023.
- Optonline scheduled to install static IP addresses as required by Mid-Hudson Library System; Johanna to report additional fees/costs at next meeting.
- Johanna will contact the library's heating-oil provider, Downey Energy, Cold Spring, to determine costs and budgeting for this winter.
- Annual Appeal scheduled for November 2022.
- Library Tag sale hosted by the Friends has collected about \$1,200 in discretionary income, donated to the library by the Friends group. The Library thanks everyone who participated.
- NY State Assemblyperson Sandy Galef confirmed her nomination of the Butterfield Library for \$125K in funding. Johanna continues to follow up.

DIRECTOR'S REPORT (*Attached*):

- September is Library Card Sign-Up month! All residents are encouraged to sign up for a library card to take advantage of the wide variety of materials available through the library.

- Johanna reported on previous month's meetings, grant developments, statistical reports, and programming initiatives (see Calendar of Events, online), including:
- Haldane's Middle School Battle of the Books team earned second place in the Mid-Hudson Library System Battle of the Books competition. The Board congratulated the team, their mentors, and everyone who participated in this year's event.
- Digitization of the Julia Butterfield papers continues to scanning stage. Luanne Morse, who is heading the initiative is researching potential grant opportunities and partnerships with entities that possess the large-scale scanners and handling expertise these fragile historic documents require.

FACILITIES REPORT:

- Mason John Duggan has made good progress on his portion of the work on the ADA ramp: Dennis reviewing punch list items with Monteleone for completion.
- Monteleone Construction notified Johanna that they need to pause Phase III construction project until the beginning of October.
- ADA-compliant ramp renovation/rebuild awaits installation of cast-iron railing; a request was made in planning stage to preserve original railing for reuse: Dennis to consult with Monteleone on process for completion.
- A new Pollinator Garden has been planted in the rear of the library with the help of local volunteers.

OLD BUSINESS:

JULIA L. BUTTERFIELD BICENTENNIAL COMMITTEE formed this summer will meet on October 12, 2022; 10 AM; Details to follow.

POLICY:

Trustees participate annually in Sexual Harassment education; a link has been sent for each Trustee to complete.

ADJOURNMENT: Dennis made a motion to adjourn the meeting. Catherine seconded. Meeting adjourned unanimously at 8:23 PM

The next meeting of the Board is scheduled to take place on Wednesday, October 19, 2022, 6:30 PM

Recorded and respectfully submitted by:

Marjorie E. Gage, Secretary