

**Julia Butterfield Memorial Library
Monthly Board Meeting
November 17, 2021; 7:00 PM**

The November 17, 2021, meeting of the Board of the Julia L. Butterfield Memorial Library took place in a hybrid in person/remote via video conference format, in accordance with the State of New York's current social distancing mandates placed in effect in response to the global Covid-19 pandemic.

ROLL CALL

In attendance: Library director Johanna Reinhardt. Board members Judy Meyer, Dennis Gagnon, Catherine Platt, Bob Dwyer, Marjorie Gage

RESOLUTIONS

On motions made and seconded during the regular meeting of the Board of the Julia L. Butterfield Memorial Library held on November 17, 2021, the following resolutions were unanimously adopted or adopted by a majority of the Trustees:

- Acceptance of Minutes of the October 2021 Meeting of the Board as amended
- Acceptance of the October 2021 Warrants/Checks
- Acceptance of motion to approve Mid-Hudson Library System Plan of Service 2022-2026: Free Direct Access Plan

MONTHLY MEETING CALLED TO ORDER at 7:00 pm by Judy Meyer, President

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

- **VOTE:** Dennis made a motion to accept minutes of October 20, 2021, meeting of the board as amended; Catherine seconded. Motion passed unanimously.

FINANCIAL REVIEW:

- **VOTE: Acceptance of Warrants/Checks:** Dennis made a motion to accept the October 2021 warrants/checks as presented; Judy seconded; motion accepted unanimously.
- Reviewed Deposit/Check Detail, Balance Sheet Standard as of October 31, 2021
- Reviewed proposed 2022 budget, to be re-presented before next meeting of the Board
- Annual appeal scheduled to get underway Thanksgiving week
- Putnam County has proposed overall 4% increase in library funding for 2022

DIRECTOR'S REPORT:

Director Johanna Reinhardt reported on previous month's meetings, grant developments, statistical reports, and programming initiatives (see Calendar of Events, online).

COMMITTEE REPORTS:

Facilities Committee:

- Phase 3 of lower level renovation ongoing: Flooring/doors/HVAC complete. Next steps to include furnishing the space.
- Downey Energy to replace thermostat in Front Room, following rewiring of heating system by Pidala Electric.
- Awaiting response: Johanna contacted NYS Assembly member Sandra Galef to research SAM funding for reconstruction of the Library's south-side entrance to address ADA compliance and architectural redesign to address runoff and safety concerns. Work must start first quarter 2022 in order to be completed by June 2022 deadline.

Policy Committee:

- Reviewed Mid-Hudson Library System Plan of Service 2022-2026: Free Direct Access Plan. Dennis introduced motion to accept as presented; Catherine seconded. Motion to approve unanimously accepted.

Friends Liaison:

- Friends meet on first Wednesday of each month; new members invited
- Now underway: 2021 Holiday Calendar Raffle fundraiser to benefit the Library, sponsored by the Friends of the Butterfield Library, with prizes donated/sponsored by local businesses and individuals; details and tickets available online and at the front desk.

OLD BUSINESS:

- During Phase 3 of lower level renovation, the Julia L. Butterfield papers, endowed to the Library in the Last Will and Testament of founder Julia L. Butterfield, will be held in safekeeping at the Putnam County Museum in Cold Spring, awaiting further assessment and digitization. Staff to box and transfer materials.

ADJOURNMENT: 9:00 PM

Dennis made a motion to adjourn; seconded by Judy. The next meeting of the Board is scheduled to take place on Wednesday, December 15, 2021.

Recorded and respectfully submitted by:

Marjorie E. Gage, Secretary