

Grinnell Public Library District (GPLD)

Board Meeting Minutes

March 15, 2023

Present: District Trustees Beth Devine, Bill Halvey, Danny Lowney, Tom McAlister, Sean McCarthy, Nicole Morris, and Fran Shepherd. Trustee Ed Cheetham was absent.
Also Present: Kristen Campbell, Library Director, Board Recorder Julie Beyer and Amanda Sen.

Call to Order – The meeting was called to order by Trustee McCarthy at 7:00 PM.

Wednesday, April 19, 2023 – The next GPLD Board meeting is at 7:00 PM in the Community Room.

Votes: All votes were unanimous, unless otherwise noted.

Minutes – The Board agreed to accept the February 15, 2023 meeting minutes on a motion made by Trustee Devine and seconded by Trustee Halvey. Motion carried.

VP of Finance's Report & Monthly Bills

The Board agreed to authorize the voucher signing by President Cheetham and directed the Treasurer to pay the February 2023 Audit Committee reviewed bills (bills as of March 15, 2023) for a total of \$30,143.87 on a motion by Trustee Halvey and seconded by Trustee Lowney. Motion carried.

Liaison Reports

Town of Wappinger – There was no report at this time.

Village of Wappingers Falls – There was no report at this time.

Friends – Trustee Devine stated the Friends are still planning on their Mahjong event on April 29. Director Campbell has asked the Friends to fund an intern for 10 hours a week for five weeks at \$15.00 per hour and they agreed to that. They are working on a fundraiser similar to the Outback one, but possibly at 110 Grill at the Galleria for something different.

Public Comment – There was no one from the public present.

Director's Report – Director Campbell's report covered the following items:

Directors Transition: Fran is officially done but has been very helpful when Director Campbell has had any questions. Her 37.5 hours a week started the week of Feb 27, 2023. She would like to personally thank the Board for working with her and her schedule prior to this.

The audit was started 3/6/23 and conducted throughout the week by PKF O'Connor Davis. It should follow the same audit timeline as previous years. The in house section has been completed, but they are still waiting for one part from the Village. The Town has already submitted what they needed to.

Building: Silvestri completed approved boiler repair of the flow control valve on 3/3/23. While Silvestri was doing this repair, they found that the boiler tridicator and feed valve was bad. Silvestri replaced these items with approval from the Director following GPLD purchasing policy. The cost of the replacement part was \$700.00.

Jon will paint the crumbling sidewalk a bright yellow after weather temperatures exceed 50°. This may be done tomorrow depending on the weather. Director Campbell asked if she could go out for RFP's for a mason to just do patching instead of a replacement and the Board was fine with this.

Carpet for community room has been ordered for installation mid-April. Director Campbell is still waiting to receive her credit card as the vendor for the sound clouds doesn't take PO's for purchases.

Annual Report: The Annual Report has been completed and submitted to Mid-Hudson Library System. **On a motion by Trustee Halvey and seconded by Trustee Devine, the Grinnell Public Library District's 2022 State Report was accepted.**

Continuing Education: Director Campbell believes in the enhancement of staff, so she encourages them to attend classes and seminars. She attended a Creating Inclusive Collections with collections clerk L. Beaumont. Jenny Thompson will be doing a Historic Archives seminar in April.

Community Outreach: Director Campbell met with Senator Rob Rolison to talk about public library needs in his district. He seemed very receptive to helping Grinnell achieve ADA compliance goals. She has reached out to him personally to connect the dots of who she is in the Grinnell Library context as she has previously worked with him while he was the Mayor of Poughkeepsie.

Nancy Wendel has come up with a fabulous paid summer internship idea for Junior/Senior

college students looking to pursue a career in library science. The Friends have agreed to fund the \$750 needed for the intern to work 10 hours a week for five weeks at \$15 an hour.

Upcoming Programs: Earth Day Scavenger hunt
Earth Day Make and Takes sponsored by the Friends
Summer reading kick-off tentatively scheduled for WCSD
last day of school, Thursday June 22.

Trustee Devine asked who was in charge of Throwback Thursdays. Director Campbell stated J. Thompson is doing that. Trustee Devine said it is terrific and great for community involvement.

Director Campbell stated she would like to bring in one staff member at each of the meetings to meet the Trustees and explain a little about their job. The Board thought this was a good idea.

Trustee McAlister asked if there is a reason the budget is not on the website. Director Campbell stated she could do an executive summary and put it in the Archive Documents section of the website so they are being transparent. She will have Rachael Jelley post it.

Committee Reports – There were no Committee Reports from the following Committees at this meeting: Personnel, Strategic Planning, Governance, and Finance.

Building Committee – As mentioned on the agenda, Barone was notified that they were awarded the bid. All bonds and insurances have been received by Barone and the library's attorney is reviewing them. President Cheetham is still waiting for the final agreement between the library and Swartz. Don Swartz has assured President Cheetham that he is working on it. Trustee Devine stated there has been no meeting of the committee.

Old Business – Trustee Devine said she was asked if there had been a vote to eliminate the GED classes being held at the library. The Board did not do a vote, but did discuss limiting the morning use as the library needs the space for their own programs. Trustee Devine stated most of the students for the GED and ESL class can walk to the library, which is why it is such a good location. Director Campbell stated she believes it is good community service and is writing a grant to help reach out to the Spanish Community. 22.9% of the community that the library services is Hispanic. She would like to be able to have flyers translated into Spanish and do some programs, like possibly cooking classes or something with the Spanish, Mexican, and Puerto Rican restaurants in the area. Trustee McAlister suggested opening a dialog with the school district about their use time. Trustee Shepherd stated there really is no other place they have to use. Ms. Sen stated the schools are the easiest places to get space to use for things like scouts, but Trustee Shepherd stated the GED and ESL classes are done during daytime hours when school is in session. Trustee Devine asked when the class times were and Director Campbell stated she thinks it is three mornings a week from 9:30 – 1:00. Trustee Shepherd stated the senior programs are in the afternoon. Director Campbell stated since the Community Room has been upgraded everyone wants to use it. When there are a lot of kids at the children's programs it is easier to have them downstairs. There was some discussion regarding the programs being moved outside for the warmer months when the pavilion can be used. The programs don't start until after 10 AM, which is after the Village's Quiet Time Ordinance.

New Business – Amanda Sen is sitting in on this meeting as she may consider joining the Board.

Adjournment – at 7:27 PM Trustee Devine made a motion to adjourn and it was seconded by Trustee Halvey.

Respectfully Submitted,

Julie J. Beyer

Recording Secretary