

Grinnell Public Library District (GPLD)

Board Meeting Minutes

September 20, 2023

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

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

Wednesday, October 18, 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 August, 2023 meeting minutes on a motion made by Trustee McCarthy and seconded by Trustee Devine. 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 August 2023 Audit Committee reviewed bills (bills as of September 19, 2023) for a total of \$18,566.30 on a motion by Trustee Halvey and seconded by Trustee McCarthy. 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 sold 151 tickets to their Gala on September 9 and 126 people attended. The library did close early on that day. They tentatively made between \$7,000 - \$8,000. With the weather being bad, everyone was inside, so it felt more like a party. Trustee McAlister asked if they had plans for the funds and suggested having them sponsor an internship for another semester. Trustee Devine stated they could help with the Main Street Project. Director Campbell stated that cost is at approximately \$555,000 and the Spring Street side will be less. They will need to start to get ready to put that out to bid soon. It will need to be done by November for a January opening. Trustee Devine asked if there were plans for this and Director Campbell said yes.

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

Building

There was a meeting with Quest 8/30. They confirmed that the lead scrapping fell under RRP (Renovation, Repair and Painting) and was not a full lead abatement. This means that the library can be open, however they did caution that PR might not be the best for the library given the workers removing the paint will be in full protective clothing following OSHA guidelines. The sidewalk outside the library will be closed off and the public will have to access the ramp and front door by walking on the sidewalk between the Friend's garden beds. Director Campbell stated staff has expressed concerns with being open during this work since she will be away, so she asked the Board if they would consider closing on Friday and Monday while Quest is onsite. The library would be able to be open on Saturday, but they are saying the front door will be inaccessible during that time and there are issues with staff mobility from the Community Room to the main floor. The Director did say that although it is the vendor's plan to be doing the door work during that time, things have not been going exactly to plan since it started. There have been some issues with drape cloths that seem to have caused a delay already. The other issue is that school is closed on Monday and that usually means a high use day. Director Campbell stated she would get things in place so the library could be open on Monday. **On a motion by President Cheetham and seconded by Trustee Shepherd the library will be closed on Friday, September 22.** Motion carried. Trustee Devine suggested putting a large, visible sign up asking patrons to be patient during this construction phase and to check the website daily for any closures.

Silvestri has proposed surge protectors on each of the five Daikin outdoor units. After one of the recent powerful storms, the downstairs Daikin did shut off due to a surge. The proposal was reviewed by the Board. The Director believes the surge protectors are a good idea due to the cost of the units. It is within her spending limit, but she did want the Board to be aware of it.

Community Outreach

The library will continue to participate in First Saturday in Wappingers Falls. On September's First Saturday we hosted the Nutty Scientists of the Hudson Valley had 64 participants. In October Liz from Mindful Yoga will be hosting a session along with a craft with a Room on the Broom theme.

Officer Miller of the Wappingers Falls Police Department came out to our first Coffee with a Cop program, we hope to do another one in 2024.

On October 14th there will be a Hispanic Heritage event that is being sponsored with grant funds.

Statistics

Summer Reading Participants:

Children 0-5 (1017)

Children 6-11 (1058)

Young Adults (126)

Adults (284)

Summer Reading Logs:

Adults (231)
Teens (66)
Children (518)

Programs Offered
Children (0-5) 1017
Children (5-11) 35
Teens (20)
Adults (12)

Program Attendance
Children (0-5) 1017
Children (6-11) 1058
Teens 126
Adults 284

The report has been submitted to Mid-Hudson. Trustee Devine asked if they could get a yearly comparison. Director Campbell said she could get it for them and it is also on the website.

Trustee Election

The vote information is all in place. A ballot box is being borrowed from the Board of Elections. The advertising has been done in three public places. If anyone knows anywhere else they should put up a notice, please let Director Campbell know. There have also been two legal notices done as well.

Committee Reports

There were no Committee Reports from the following Committees at this meeting: Strategic Planning, Finance, and Personnel. Building issues have already been discussed in the Director's Report.

Governance Committee – President Cheetham stated the Board had copies of the Enrollment and Borrowing Policy for their review last month. **On a motion by President Cheetham and seconded by Trustee McAlister, this policy was approved.** The Board reviewed the Programming Policy last month as well. **President Cheetham made a motion to approve this policy. Seconded by Trustee McCarthy.** Motion carried. The Board was given copies of the proposed Computer and Internet Use and Wireless Use Policies to review this month for a vote next month. Trustee McAlister stated they added that the library is not responsible for fraudulent/illegal activity on the computers. They also need to specify that patrons should not put their sensitive information on the computers. There was some discussion regarding specifying the Hot Spots in the Wireless Policy by Trustee Halvey. Trustee Sen Villalobos stated they could use the same language “wireless equipment” to include the Hot Spots and the liability release. She suggested including it in the Computer Policy. She will modify it and send copies out to all Board members in time to review for the next meeting's vote.

President Cheetham asked everyone to please review them and have any questions for the next meeting.

Old Business

There was none.

New Business

President Cheetham made a motion to appoint Kristen Campbell as Executive Director as her six-month probationary period has ended. Seconded by Trustee Devine. Motion carried.

On a motion by President Cheetham and seconded by Trustee Halvey, Velma Colon, Joanne Reinhardt, and Ray Reinhardt were appointed as election inspectors for the October election. Motion carried.

Trustee Shepherd thanked all the trustees who help get her signatures. She brought a "Thank you" cake to share.

Adjournment – At 7:40 PM Trustee Halvey made a motion to adjourn and it was seconded by Trustee McCarthy. Motion carried.

Respectfully Submitted,

Julie J. Beyer
Recording Secretary