

**Tivoli Free Library
Board of Trustees Meeting
September 20, 2022**

Present: April, Jeanette, Joe, Laura Gail, Leigh, Mary, Michele

Absent: Hildegard, Gautam

Also Present: Abbie McCue, Corinne Carolan, Ken McCarthy

Leigh opened the meeting at 6:33 p.m.

Minutes:

Mary requested the following amendments be made to the July 19, 2022 minutes: (new text underlined; deleted text struck through)

From Director's Report:

Mary asked about individual program participation trend data ~~statistics~~ to see which programs are successful.

From Other Business:

B. 5 Year Plan Goals--Following up on prior discussions, Mary discussed the need to create actionable goals based on the 5 Year Plan. She cited input from Rebekkah Aldrich advising the creation of an Annual Actionable Plan.

E. Group Dynamics Workshop – Mary suggested that some the need for training in communication and interpersonal skills for the staff and board would help us work together more collaboratively to support the Library's mission. She relayed an offer from Rebekkah Aldrich to host a workshop ~~training session~~. A discussion followed and the item will be added to the September agenda.

The amended minutes of the July 19, 2022 meeting were accepted as presented on a Jeanette/Joe motion. There was a vote of 4 in favor. Laura Gail abstained; April was not present.

Public Comment:

Ken McCarthy was present to speak to the board. He related his experiences attempting to donate the book "A Letter to Liberals: Censorship and Covid: An Attack on Science and American Ideals" by Robert F. Kennedy Jr. to area libraries. He spoke at length about his experiences at the Red Hook, Poughkeepsie and Tivoli libraries. He described his reaction to the experiences as "disappointment and dismay." He formally submitted

his donation to the Tivoli Free Library accompanied by a certified letter. His donations have been entered into Tivoli's collection. He said Rhinebeck and New Paltz accept all his donations. He claimed he was treated disrespectfully and cited a second complaint. He objects to the requirement that an unvaccinated library employee wear a mask. He distributed copies of the book "The Nuremberg Code" with commentary by Vera Sharav and introductory notes by Ken McCarthy to all present along with letters from Stephanie Seneff, Sam Pratt, Michael Berg and Sandy Rosenthal.

Abbie McCue spoke next. She said she was present to speak in support of the Tivoli Library director. She commented that Ken McCarthy had a personal stake in the books he was promoting. She claimed he is engaged in a tactical strategy to sell his book and he is attempting to inflate its ratings. She said she has always treated him with respect at the library and that he makes the library staff feel uncomfortable.

Director's Report: Michele added that since issuing the report, Tivoli's Battle of the Books team had won first place. Highlights are the successful summer reading program, recent and upcoming programs including STEM programming, National Voter Registration Day, the Hudson Valley Chamber Musicians and Shred Day. There was an update about staffing, additional library funding, changes in the library cleaning, the library shed replacement, and NYLA Conference plans. Michele will be on vacation during the upcoming October Board meeting.

There was a discussion about how to submit questions regarding next month's Director's Report in the absence of Michelle, and Kanopy and Hoopla usage.

The Director's Report was unanimously accepted on an April/Joe motion.

Treasurer's Report: In Gautam's absence Joe reviewed the reports.

Treasurer's Report – July 2022	
Income	\$ 18.24
Expenses	24,718.32
Assets	
Contingency Fund	\$ 60,436.53
Capital Fund	311,856.88

Treasurer's Report – August 2022	
Income	\$ 1,620.49
Expenses	15,573.86
Assets	
Contingency Fund	\$ 60,437.04
Capital Fund	312,251.96

There was a discussion about a CD held by the library that will mature soon and a discussion about Creative Bug and museum passes.

On a Laura Gail/April motion the Treasurer's Report for July was unanimously accepted as presented. On a Laura Gail/April motion the warrant for 7/18/22-8/18/22 was unanimously accepted.

On a Laura Gail/Jeanette motion the Treasurer's Report for August was unanimously accepted as presented. On a Laura Gail/April motion the warrant for 5/18/22-9/15/22 was unanimously accepted.

Committees:

Facilities & Tech – No meeting

There was an email exchange regarding a recommendation for a shed vendor, Bayhorse Gazebos and Barns.

There was a discussion during the board meeting about potentially adding walls to the East Room to create office space. Michele and Corinne commented that it would not be feasible or helpful now.

Finance – Zoom meeting 9/7

The finance committee did a mid-year review of the budget and adjusted funds from a few lines that required less funding to lines that required more to ensure funds are available and utilized.

The staff development fund and potential staff training was discussed during the board meeting. Corinne discussed upcoming Fall into Books online training and the upcoming NYLA conference.

Governance – No meeting

Personnel – Met 9/19

The Personnel Committee continues to work on the evaluation procedure for the Director and Library. There are four parts: a Trustee Director Evaluation form, a Staff Director Evaluation Form, a Director Self-Evaluation and a Trustee Evaluation of Board and Individual Performance. The Director Trustee and Staff forms are almost complete; the Trustee Evaluation of Board and Individual Performance is in progress. The addition of a part time adult programming staff position was also discussed.

Outreach – No meeting

Corinne and board members represented the library at Hardscrabble Day in Red Hook on 9/17. From the experience, future purchases of a canopy and library t-shirts were discussed.

Website – No meeting

There was an email exchange to work on the Request for Proposal for the library website. The board was asked for comments and vendor suggestions. The board agreed the document was ready to use to solicit proposals.

Other Business:

A. Covid-19 Vaccination Policy – The policy was discussed. It was amended to remove the section outlining conditions for exempt employees beginning “Exempt employees who are unable to receive a vaccine due to the above conditions . . . “ On a Joe/Mary motion the policy was unanimously accepted as amended.

B. Covid-19 Temporary Safe Practices Policy -
On a April/Jeanette motion the policy was unanimously revoked.

C. Group Dynamics Workshop – A workshop on communication styles and group dynamics was discussed. Rebekkah Aldrich has offered to host a workshop. A discussion followed about different types of trainings that exist.

D. Operationalizing the 5 Year Plan – There was a discussion about how to proceed to develop an Annual Actionable Plan for the 5 year Plan. Several suggestions were to create an Ad-Hoc Committee, to break the plan into sections and to assign each section to a related committee and to create a Google Doc to be contributed to by the whole board. Mary will set up a Google Doc to receive suggestions and comments from the board regarding actionable items.

E. Street Painting Day – The Street Painting event was discussed as an opportunity for library outreach and to collect community feedback. A survey about the library will be prepared by 9/24 to distribute to Street Painting attendees.

Adjournment – The meeting adjourned at 8:45 on a Laura Gail/Joe motion.

Laura Gail Tyler