

**Tivoli Free Library
Board of Trustees Meeting
July 18, 2023**

Present: Lisa, Hildegard, Gautam, Jeanette, Katie, Andy, Deborah, Michele

Absent: Laura Gail, Mary, April, Danielle

Members of the Public – no one

Lisa opened the meeting at 6:30 p.m.

Minutes: The minutes of the June 20, 2023 meeting were approved as presented on a Gautam/Jeanette motion.

Public Comment: None

Director's Report: Michele reported on the success of the Avila Ensemble concert, and described upcoming plans for outdoor family movie nights as well as a second garden talk, this time about seed saving, tied to promoting our seed library. She also reported that there would be no Battle of the Books this year since we could not get a team together—disappointing since we came in first last year.

Michele informed everyone that the schedule shifts for staff are working out well.

Michele stated that the library has received approval for the \$1,350 ReciteMe grant. This program, especially targeted to those with limited vision or with translation needs, is being promoted by libraries in the system. ReciteMe replaces the Outreach Mini-Grant that MHLS offered in the past. We pay upfront for the new grant and in the fall we are reimbursed all but \$150 from the Mid-Hudson Library System. On a Hildegard/Gautam motion approval for the payment of the \$1,350 for the grant was unanimously approved.

Michele has also applied for the grant to improve broadband infrastructure and is continuing working on the Grants Gateway for the Hinchey-sponsored funding.

VanNostrand & Hoolihan is in the process of doing the audit. It is expected to be completed by the end of summer.

The Director's Report was unanimously accepted on a Deborah/Katie motion.

Treasurer's Report: Gautam presented the report as follows:

| | |
|--------------------------------|--------------|
| Treasurer's Report – June 2023 | |
| Income | \$ 344.59 |
| Expenses | 14,282.73 |
| Assets | |
| Contingency Fund | \$ 60,442.09 |
| Capital Fund | 330,747.87 |

Gautam gave a general update and history of the capital fund to the new trustees. Trustees questioned the one month increase in the Vanguard Money Market Liquid 4.22% Variable Acct. which went from \$2,725.12 to \$5,747.87. Gautam will investigate how this came to be and if necessary convene the Finance Committee to discuss the account.

On a Jeanette/Andy motion the Treasurer's Report for June was unanimously accepted as presented. On a Katie/Hildegard motion the Warrant for 6/16/23 - 7/13/23 was unanimously approved.

Committees:

Facilities & Tech – Did not meet.

Finance – Did not meet.

Governance - Did not meet.

Personnel - Met on July 6 to make final adjustments to the Trustee Self Evaluation Form. (See below A)

Outreach – Did not meet.

Other Business:

A. **Personnel – Trustee Self-Evaluation** – The Trustee Self-Evaluation Form was unanimously accepted on an Andy/Deborah motion. The form will be electronically sent to all trustees, immediate past trustees Leigh and Joe. All responses will be anonymous and results will be reviewed by the Personnel Committee. Laura Gail will convene a separate meeting apart from a regular board meeting for all trustees to discuss the results.

Answering a trustee question “are comments critical to feedback”: comments are optional.

B. New Trustee Q&A – The participant list is being clarified.

C. Ginger Grab – Long time Tivoli resident, neighbor and former board member, Ginger Grab, passed away during the first week of July. We want to express our condolences to her family. She will be missed. Hildegard will get a sympathy card to be sent to the family. It will be left at the library for trustees to sign.

Adjournment – The meeting adjourned at 7:10 p.m. on a Jeanette/Andy motion.

Respectfully submitted,

Hildegard Edling
Secretary