

GREENWICH FREE LIBRARY

BOARD OF TRUSTEES

JUNE 2024 MEETING MINUTES

Regular Monthly Meeting

Wednesday, June 12, 2024

7:00 pm

Community Room

Attendees: Patrice Abate, Mary Ann Spiezio, Teri Pendergrass, Ellen Fronhofer, Sarah Murphy (Library Director), Christine Richards, Paul Thurston, Aaron Northrup, Sandy McReynolds (Library Staff), Kimberly Bellamy (Library Staff) and Emilly Sargent (Library Staff)

1. Call to order 7:03 pm
2. Board Action Items
 - a. Approval of proposed May, 2024 Minutes (separate document)
Paul made a motion to approve the May meeting minutes. Aaron seconds. Board approved.
3. Board Committee Reports

- a. Facilities Committee (Aaron, Dave, Paul, Teri) – Lisa Hayes provided an update on the Community Room renovations. Final drawings will be provided by mid-July. She has been in touch with Trevett about the proposed cabinetry. Lisa was able to locate a spot for the custodial sink downstairs, which frees up space upstairs. The current plan is to go out to bid for this work in September.

Security cameras have been ordered and should arrive next week. The camera system was under \$500 and does not require a monitoring fee at this time. We can add this in the future if we need more storage. Aaron will help with installation when it arrives and Paul also volunteered to assist. The cameras are solar-powered, so do not need to be hardwired. Our goal is to capture the front and back doors, the back lot where the Adirondack chairs are and the rear stairwell. Sarah also had a conversation with Mahoney Notifier about door monitoring. It would be \$1,755 to purchase and install alarms for the doors. Adding a virtual keypad would be \$8 per month and monitoring is \$6 per month. This is pricey and we will not do this at this time. The camera company has door sensors and Aaron has another company we can get a second quote from. There are security concerns because Teri cleaned up a lot of debris on the back stairs, including cigarette butts.

- b. Finance & Fundraising Committee (Mary Ann, Patrice, Paul) – Public funding vote was a success. Annual appeal is ongoing.
 - c. Material Review Committee (Cliff, Patrice, Paul) – No report

- d. Policy & Audit Committee (Mary Ann, Patrice, Paul) – A small change was made to our facilities use policy, but Sarah has not heard back from the insurance company yet. This will be discussed again at a future meeting.
 - e. Board Recruitment (Cliff, Patrice) – No report
 - f. Personnel & HR Committee (Mary Ann, Paul) – No report
4. Emily Sargent and Kimberly Bellany spoke about youth programming and special events planned for the summer. To say that a busy summer is planned would be an understatement and the Trustees expressed their appreciation for the successful programming they have been managing.
 5. Gill Room Report (presented by Sandy McReynolds, Historian) – Sandy has found a new computer to replace the one that was stolen and Sarah is going to order it. She updated the usage policy for youth. For individuals under 16, a parents’ permission and agreement to cover any damage that occurs is required before the minor will be allowed to use the Gill Room Computer. This is in line with the Library’s policy for computer use. A lot of family genealogy and house requests. She has received some donations that are being added to the Gill Room collection. The Gill Room award is being given to Aidan Waite. Sandy spoke to Dawn Slater at the High School to try to find a senior student who would be interested in working in the Gill room next year. They would like to do oral histories on local veterans and she is working with Dawn on this as well. Sarah asked Sandy if she had enough volunteers because she only has two volunteers currently. Sandy said if she could have someone in the fall that would be great.
 6. Friends of the Greenwich Free Library Update – The Friends will be doing an all day book sale this Saturday while Union Village is occurring. They did donate the ice cream sundaes for the ice cream social on Saturday and donated to an award Molly Abate, a graduating senior, will be receiving.
 7. Treasurer’s Report – Transaction detail report was reviewed.
Paul made a motion to accept the Treasurer’s Transaction Report. Christine seconds. Board approved.
 8. Library Director’s Report –

Greenwich Free Library - Director’s Report to the Board- June 12, 2024

May Statistics

	Visitors to the library	Community space use	Community attendees	Library programs	Library program and event attendees	Early Childhood programs (Targeting 0-5)	Early Childhood program attendees	Volunteer hours	Farm 2 Library participants	Pounds of waste diverted
May 2023	3271	41	308	28	506	18	389	149	302	570.8
May 2024	3350	55	370	26	538	10	227	153	325	545.6

Check outs	Borrowers	Holds satisfied	New cards issued	Computer sessions	WiFi uses	Cossayuna WiFi	Overdrive checkouts	Kanopy plays
2742	420	578	19	174	488	91	337	114
2324	379	456	11	239	674	39	408	111

STRATEGIC PLANNING GOALS:

Public Promotion

A1 Communications

- The updated website was published last month, and things are going smoothly. Please note that many pages have different URLs now, so if you've bookmarked anything or saved links, they'll need to be updated.

A2 Expand patron base A3 Outreach

- We attended two successful Outreach events in the beginning of June: Battenkill Valley Pride festival and the BCS Touch-a-Truck event
- We hosted the Kindergarten classes for field trips at the beginning of the month and signed many of them up for new library cards
- We are hosting the summer reading launch ice cream social on June 15 from 3-4. The Friends are hosting their book sale all day Saturday, and I will keep the library open until 4:00 PM that day.

Programming

B1 Programs that fulfill patron needs

- Current and upcoming programs and events can be found [on our website calendar](#). We have many wonderful Summer Reading activities planned for patrons of all ages.

B2 Give local artists, writers, creators, and experts a platform:

- Music at the Library returns on June 24 with local musicians Shannon Tehya and the Troupe

B3 Anticipate demographic changes, needs, and potential interests

- Barbara Price began a series of programs devoted to "Aging in Community" today.

Partnerships

C1. C2 Local not-for-profits and businesses

- A number of Greenwich businesses have donated to our Summer Reading prize baskets. Everyone has been very generous.
- The Greenwich Summer Youth Program will be joining us again for an afternoon this July.
- Our collaboration with EarthBeat Music brings another exciting opportunity coming July: African Dance and Drum with Youssouf Koumbassa and M'Bemba Bangoura. This dance event is also a collaboration with Easton Library, and will be held at Burton Hall.
- We are planning to partner once again with Adirondack Health Institute and Alliance for Positive Health on an August screening of AHI's *Hope of Recovery* documentary and panel discussion. We are coordinating dates with the Cambridge Library and Bancroft library in Salem.

Place

- See Facilities report

Preservation

- See Gill Room report

OTHER

Grants

- We received \$850 from WGY Christmas Wish to go towards the Building Blocks programs. Congrats to Emily for this successful grant application!

Public vote for funding

- The library's proposition passed with close to 70% approval. 342 Yes; 142 No. Thank you for your support with this important vote!

Annual Appeal

- Current total is \$12,358.42

9. Period for Public Expression – No comments

10. Old Business – No old business

11. New Business – No new business

12. Dates of Future Board Meeting Calendar –Next meeting scheduled for July 17, 2024.

13. Adjournment – Paul made a motion to adjourn. Teri seconds. Meeting adjourned at 8:15 pm.

Digitally signed by Mary Ann Spiezio