

# GREENWICH FREE LIBRARY

## BOARD OF TRUSTEES

### MARCH 2026 MEETING MINUTES

Regular Monthly Meeting  
6:00 pm

Wednesday, March 18, 2026  
Fort Miller Community Room

Attendees: Tony Jordan, Mary Ann Spiezio, Suzanne Seay, Lynne Weygint, Brie Gaynair, Ellen Fronhofer, Cliff Oliver, Sarah Murphy (Library Director)

1. Call to order 6:02 pm
2. Consent Agenda
  - a. Approval of proposed February Minutes and Financials (deposit ledger, general ledger, workbook)  
**Lynne made a motion to approve the February meeting minutes and the February financials. Tony seconds. Board approved.**
3. Board Committee Reports
  - a. Facilities Committee (Aaron, Brie, Paul, Patrice) – No report.
  - b. Finance & Fundraising Committee (Mary Ann, Suzanne, Patrice) – We have a volunteer recruitment event coming up next Thursday. We'll be working on our annual appeal letter soon. Sarah will aim to have a draft for the next meeting.
  - c. Material Review Committee (Aaron, Brie, Suzanne) – No report.
  - d. Policy & Audit Committee (Lynne, Brie and Tony) – Tony never heard back from Veronique regarding the donation agreement. A draft of the agreement was shared with the Board for review. Once finalized, Sarah will share it with Cliff to present to Veronique. We will add language that the fundraising event will be organized by the family and that fundraising would not conflict with the library's regular fundraising efforts (i.e. not target the same audience). We will finalize this at our next meeting.
  - e. Board Recruitment (Cliff, Patrice) – No report.
  - f. Personnel & HR Committee (Cliff, Lynne, Mary Ann, Paul) – Paul sent out the survey for Sarah's review. Lynne, Brie and Suzanne all stated that they had abstained because they are new to the Board, but Paul encouraged them to complete the survey, using unknown for the questions they didn't feel comfortable responding to. Paul stated that the last couple of questions to suggest things to work on and they may be able to provide good feedback here. Paul asked that the survey be completed by March 25<sup>th</sup>.

4. Gill Room Report - Sandy McReynolds was not present but provided a report to the Board. Since our last meeting, she attended the informational meeting offered by NYS Parks on the progress of the Susan B. Anthony house in Battenville. She also presented the Susan B. Anthony program with Debi Craig at the Conkling Center in Glens Falls. Sandy also developed a new program, "Greenwich as it Was", that she presented at the annual meeting of the Greenwich Easton Historical Society. It was very well received, and she spoke with Sarah about offering this as a library program. Over the past month she received four requests for information: two genealogy, one obituary and one location.
  
5. Friends of the Greenwich Free Library Update – Lynne sent an email to Sue Roods and Diane Thomas, thanking them for what they do with the book sale and explaining that the Board is actively looking for more people interested in additional fundraising. Sharon Kreuger will join us on March 26<sup>th</sup> for the Recruitment event as the Friends Representative. Brie offered to drive people to the Colonie Library for an event where Friends from other libraries will be present. It may be a great opportunity to improve our relationship with the Friends Group and allow them the opportunity to share what they have been doing. There was some discussion regarding the tax the library pays for the book sales and it seems it is easier to just continue to pay the sales tax as it is a small amount. To summarize, when you sell books at an "event" you do not have to pay sales tax, but we currently have a "store" model and tax is required.
  
6. Treasurer's Report – We received the large school tax check, some of which has been moved to the Hudson River savings account, which now has about \$170k. We have \$40k in a CD there as well. The operating account has around \$40k in there. On the next report, items in 5600 will show under 5700.

TechSoup has provided us with a one-year subscription to QuickBooks online. Patrice and Ellen will get together next Thursday to try to pull the data from the desktop to the online version.

7. Library Director's Report –

**Year-to-date [Statistics](#)**

	Visitors to the library	Community space use	Community attendees	Library Programs	Library program and event attendees	Early Childhood programs	Early Childhood program attendees	Volunteer hours	Farm 2 Library participants	Pounds of waste diverted
<b>Feb 2026</b>	<b>3198</b>	<b>57</b>	<b>445</b>	<b>32</b>	<b>346</b>	<b>13</b>	<b>353</b>	<b>126</b>	<b>313</b>	<b>952.20</b>
<i>Feb 2025</i>	<i>3000</i>	<i>51</i>	<i>297</i>	<i>29</i>	<i>309</i>	<i>10</i>	<i>249</i>	<i>140</i>	<i>274</i>	<i>458</i>

Check outs	Borrowers	Holds satisfied	New cards issued	Computer sessions	WiFi uses	Libby checkouts	New Libby users	Hoopla checkouts	New Hoopla users	Kanopy plays	New Kanopy users
<b>2235</b>	<b>417</b>	<b>474</b>	<b>14</b>	<b>129</b>	<b>738</b>	<b>478</b>	<b>4</b>	<b>47</b>	<b>10</b>	<b>91</b>	<b>2</b>
2364	429	458	14	106	743	438	2			140	

	FB content posted	FB views	FB Interactions	IG Content posted	IG views	IG interactions	Newsletter views
Jan 2026	25	27.4K	395	18	4.2K	187	632
<b>Feb 2026</b>	<b>35</b>	<b>31.4K</b>	<b>635</b>	<b>33</b>	<b>8.9K</b>	<b>352</b>	<b>937</b>

## **STRATEGIC PLANNING GOALS:**

### **Public Promotion**

#### **A1 Communications**

February was an exceptionally strong month for social media engagement.

#### **A2 Expand patron base A3 Outreach & Reduce Barriers to Access**

Following up on collaboration with Chamber of Commerce for giveaway welcome items for new families: the Chamber loves the idea and is hoping to launch close to their April 1 opening date at their new space on Main Street. They will reach out to chamber members for additions to the welcome kits and will try to partner with real estate agents in the area to target new homeowners.

### **Programming**

#### **B1 Programs that fulfill patron needs**

- Current and upcoming programs and events can be found [on our website calendar](#).
- Update programming notes from Emilly and Kris are here
- We are hosting a second Art Café in April
- We are hosting a program on bats during spring break week

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

- Local artist Christopher Smith returns with a new art show
- Author talk tomorrow 3/19: William Sargent, Fifty Years a Dirt Forester

#### **B3 creative and unique programs that introduce participants to new ideas or experiences:**

- Building on the success of the teen D&D program, Kris is making plans for a monthly adult campaign on Sundays starting in May/June
- Building on interest generated by the Pride Night film screenings, we scheduled two evening film events targeting adults and would like to do more.

### **Partnerships**

#### **C1. C2 Local not-for-profits and businesses**

- Emilly attended a meeting on March 16 for local children's services providers including GYC, Girl Scouts, PTSA, and Em's Art Shack

### **Place**

- See Facilities report
- Our septic alarm went off again, and the holding tank was pumped again. As a reminder: there appears to be a frozen line, and we have to wait for a full thaw. Harold Snell anticipated we couldn't have the problem fully resolved until June, which concerns me if we need to pay to have the holding tank pumped every month until then. The most recent charge is \$441.

### **Preservation**

- See Gill Room report

### **Other**

- Annual Report to the State deadline for our draft to be submitted to SALS is March 31st, but as of this writing, the portal to submit the information still isn't open. Ellen and I have started to collect the information we need so that when the system is up and running, we should be able to get it done quickly.

- Best Small Library award nomination: Sydney Nichols is working on an application for us to enter the Library Journal Best Small Library in America contest. It's a longshot, especially considering they consider small to mean population up to 25K), but we felt that the process of applying would be a good exercise, allowing us to reflect on our accomplishments, identify areas for growth, and prepare narratives that can be used for other purposes, including grant proposals.
  - Grants: We have received notification that we will be awarded the following:
    - \$10,000 from American Library Association for the Libraries Transforming Communities grant to go towards programming and materials for seniors and others experiencing cognitive and memory decline. I am working with Barbara Price (Aging in Community) and Carolynn Duffy, who runs programming in image preservation for memory and cognition.
    - \$3,000 from LARAC for Music at the Library
    - \$750 from LARAC for drumming workshops with Bolokada Con
8. Period for Public Expression – None
9. Old Business – Status of fund agreement for Herter Memorial Fund was discussed previously.
10. New Business – None
11. Dates of Future Board Meeting Calendar – The next meeting of the Board of Trustees will be on Wednesday, April 15, 2026 at 7 pm.
12. Adjournment – **Ellen made a motion to adjourn. Brie seconds. Board approved.** Meeting adjourned at 7:37 pm.

Digitally signed by Mary Ann Spiezio