

GREENWICH FREE LIBRARY

BOARD OF TRUSTEES

JULY 2026 MEETING MINUTES

Regular Monthly Meeting
7:00 pm

Wednesday, July 15, 2026
Main Library

Attendees: Mary Ann Spiezio, Ellen Fronhofer, Aaron Northrup, Patrice Abate, Suzanne Seay, Lynne Weygint, Briana Gaynair, Sarah Murphy (Director), Sandy McReynolds (Historian)

1. Call to order 7:04 pm
2. Approval of June Meeting Minutes
 - a. Approval of proposed June Minutes
It was noted that Aaron was not included in the list of attendees. This change was made.
Lynne made a motion to approve the June meeting minutes with this change. Ellen seconds. Board approved.

3. Board Committee Reports

- a. Facilities Committee (Aaron, Brie, Paul, Patrice) – We had a visit from County Code Enforcement and failed our Fire Inspection. We had a list of things to take care of. For example, the exit signs had dead batteries and our furnace rooms were filled with stuff and there was not 3' of clear space around the units. Everyone needs to be made aware that this space is not to be used for storage. The closet off the meeting room downstairs needs to be taken over by Facilities, so we need to talk to others about items currently in that closet. We do need a permanent solution and would like to expand that closet when we perform the downstairs renovations. Any items for programming will have to be moved to another space. Aaron said that all our storage space downstairs needs to be reorganized to be more efficient. Some simple improvements can be made by improving the quality of the shelving.

Signage for the rooms upstairs and downstairs still needs to be resolved. We will start with signage on the front door with the hours to see what that looks like.

The owner of Landmark is coming on Thursday regarding the carpet. There is a fault line in the slab and that is where the bulk of the problems are coming from. However, this never happened with the carpet that was in here previously. This product may just not be what we need, but Aaron still feels that they didn't wash the floor properly prior to installing the carpet.

Aaron will be our go to with the Town if there are any questions about the grant for the area behind the Library. As a not for profit we can get reimbursed for part of the grant funding and do not need to wait until all the money has been spent as some of the other grant recipients must.

- b. Finance & Fundraising Committee (Mary Ann, Suzanne, Patrice) – Discussion of the upcoming fundraiser at Owl Pen on August 22nd. We had set a rain date, but because they have a barn we do not think we will need the rain date. Suzanne will make some fans. We will have a silent auction and we will assign numbers as opposed to having people put their names down.
- c. Material Review Committee (Aaron, Brie, Suzanne) – No report.
- d. Policy & Audit Committee (Lynne, Brie and Tony) – No report.
- e. Board Recruitment (Cliff, Patrice) – No report.
- f. Personnel & HR Committee (Cliff, Lynne, Mary Ann, Paul) – No report.

4. Gill Room Report from Sandy McReynolds –
Requests - One request for an article from the Greenwich Journal about Grandma Moses giving a gift to a neighbor

Other activities -

- History fair this past Saturday at the Washington County Fairgrounds and Sandy hosted a table with the Town Historian. She brought some articles from the Gill Room to share with attendees.
- On August 1st she will have a history table during the East Bound Jesus party that the Chamber is hosting.
- Fair week she will also have a history table at the Fair, but this will be a static display.

Volunteer activity - Lynn Dombrowski had 6 hours and Lisa Perkins had five hours this past month.

Gill Room Facility (Dehumidifier issue) - Sandy has set the temperature to 72 degrees at all times to see if they can get a handle on the humidity levels in the Gill Room. Sandy will set the small unit to kick on if the humidity reaches a certain level. Sarah is ordering the water sensors that will send an alert to Sandy's phone.

- 5. Friends of the Greenwich Free Library Update – There have been several meetings of the Friends. Sydney is working on the MOU that will come to the Board next month and they are working on a constitution and what it means to be a Friend. They are planning a fundraiser for 10/24 in the early evening that will mirror the Boozie Book Sale that they do in Schuylerville. Emily Gates has a committee working on the event with her. Their goal is a seasonal fundraiser that raises approximately \$3,000 per event (four per year). They now have a committee that works only on the Boomerang Book Sales.
- 6. Treasurer's Report – Sarah noted that the grant income included the construction grant. Ellen mentioned that this goes back to a comment the accountant made previously. The money goes into our construction account, but she assigns it to the income account even though it isn't operating income. Ellen is going to confirm with the Accountant that it is okay to not include the construction grant as income. The other restricted grants are

properly classified as income. It was agreed that Solar Savings should be placed under Electricity and we will ask Marge to make that change.

Brie made the motion to approve the June Transaction Report, the Budget Report and the Bank Account Balance Report. Lynne seconds. Board approved.

7. Library Director's Report –

	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
2nd Qtr 25	11857	130	1039	131	2035	28	644	458	664	3095.9
2nd Qtr 26	11299	141	859	116	1734	23	724	456	671	3,224.80

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
7465	1345	1453	48	554	2363	1721				351	
6550	1253	1333	53	460	2364	1390	3	277	17	351	5

	FB content posted	FB views	FB Interactions	IG Content posted	IG views	IG interactions	Newsletter views
April 2026	30	15K	261	14	3.4K	185	608
May 2026	33	20.3K	230	15	3.9K	206	974
June 2026	22	17.1K	159	15	13.4K	212	1,134

June is always an odd month, with programming pauses towards the end of the school year through 4th of July. I am concerned about our trends in 2026; for two quarters we have seen slight decreases in visitors and circulation. Even our Libby circulation is down, and Hoopla growth has been fairly small. I'll work on promoting materials over the next quarter and see if it makes a difference.

STRATEGIC PLANNING GOALS:

Public Promotion

A1 Communications

- As part of our LARAC grant, we built in funding for additional promotion for the Music at the Library series. We printed a large banner, currently on display in the park, and we ran a handful of radio ads on WEQX. Attendance at our June concert was approximately 130 people, which was higher turnout than usual.
- After having visited the town meeting in May, I presented at the village meeting in June.

A2 Expand patron base A3 Outreach & Reduce Barriers to Access

- In June we hosted three Kindergarten classes and signed up many new library card holders.
- June is a huge month for outreach, and we provided activities, books, and summer reading sign-ups at the BCS Touch-a Truck fest, the Union Village Festival, and the Battenkill Valley Pride Fest.

Programming

B1 Programs that fulfill patron needs

- Current and upcoming programs and events can be found on our website calendar.
- Updated programming notes from Emily and Kris are here.
- Barbara Price is expanding her Aging in Community caregiver support conversations to include monthly evening meetings in addition to the morning meetings.
- Emily's Building Blocks Kindergarten Readiness summer session has begun and is at capacity.
- The next Music at the Library concert is this Monday, July 20. The band is Fife & Drum, out of Brooklyn.

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

- The GALA group has collaborated to present the current Artists Celebrating America art show.
- Saratoga writer and illustrator Martha Winston presented her children's book at an afternoon program earlier this week.

Partnerships

C1. C2 Local not-for-profits and businesses

- Aging in Community partnered with Volunteer Services for the Community Hospice in Saratoga and Washington Counties to present a series of Hospice volunteer training sessions.
- The American Red Cross hosted a blood drive here on June 9th. Natalie Redmond, GFL patron, organized the drive and reported: "we collected 25 units (above our goal of 18). Of our donors, 25% were also first-time donors...and hopefully, not the last! Depending on how the blood products are utilized, a pint of blood may help save up to 3 lives—a potential reach of 75 people. (Add that to the list of the community services the library provides!)"
- We co-hosted an end-of-school Glow Party in June with GYC
- We are hosting a series of three workshops with musicians from Music from Salem over the summer.

Place

- See Facilities report
- We would like to get the windows cleaned - it's been a few years.
- I would like to reach out to Thermal Associates about an estimate and consultation about geothermal installation as well as to a local solar company to find out more about possibly installing panels. The NYS Construction grant applications are due to the state in October, and due to SALS by the end of August. According to SALS, both of these would be eligible grant expenses. In the past 12 months, we have spent \$7,603.48 on electricity and \$2,452.49 on gas
- Our partners at Bring on the Spectrum have installed their donations for our "peace and quiet" room. We would like to paint the walls a recommended blue.

Preservation

- See Gill Room report

Other

- **Annual Appeal** has raised \$6,145 so far.
 - Marge had an excellent suggestion to send appeal letters to all the businesses who are part of the Chamber of Commerce.
 - I heard a significant amount of positive anecdotal feedback about the letter.
 - We received one negative response suggesting that we should not ask for funding outside of the tax proposition
- **2027 Taxes:** Easton Library is exploring the option to exceed the tax cap in 2027.
- **Summer Reading:** So far, 187 people of all ages have signed up and read 39,744 pages

8. Period for Public Expression – Aaron mentioned a zoning issue. Patrice reached out to the person who had an issue with the Drag Programming and she seemed fine. Patrice provided her phone number if she wanted to talk and she didn't call.
9. Old Business – None
10. New Business – We are required by our by-laws to have ten meetings per year. Patrice suggested that we combine our August-September meeting. Patrice made a motion to not have a meeting in August. Aaron seconds. Board approved.
11. Dates of Future Board Meeting – The next meeting of the Board of Trustees will be on Wednesday, September 16, 2026 at 7 pm.
12. Adjournment – **Aaron made a motion to adjourn. Lynne seconds. Board approved.** Meeting adjourned at 8:29 pm.

Digitally signed by Mary Ann Spiezio