

# **Pine Plains Free Library**

Board of Trustees

Meeting Minutes

August 16, 2022

In Person and Zoom (indicated by Z)

## **Attendees**

**President-** Beth McLiverty (Z), **Vice President-** Patty Hall, Keary Hanan, Patrick MacMurray, Ethan DiMaria, Claire Gunning.

## **Non-Voting Attendees:**

Library Director- Alexis Tackett, **Treasurer** and Financial Officer- Ted Mallozzi, **Town Liaison:** Sara Jones (Z), **Friends of the Library:** Jean Osofsky

**Absent: Secretary-**Kenda Ward, **Trustee-** Darrin Culver

**Call to Order:** Meeting was called to order at 7:02 pm

**Approval of Minutes** for July 19, 2022: Keary made the motion to approve the minutes as written. Ethan seconded, all agreed.

**Payment of Bills:** Ethan made the motion to accept CAP#220816F in the amount of \$24,746.70 August bills. It was seconded by Patty Hall. All agreed. Motion passed.

## **Reports:**

### **President**

The facilities and budget meeting has not been set up yet. Sara says Town BOD had a discussion in Executive Session. Full board and Deputy Supervisor met in the session. She says Supervisor needs to be getting in touch with Library Board. Beth will reach out again to set up meeting with Brian Walsh.

**Finance:**

Patty commented that we have been using \$1000 per month so far for materials, \$7000 as of the end of July and the budget has \$10,000 in it. Alexis says she is aware and has planned for the rest of the year. Patty suggested Alexis could use some of the small donations we have received that are not tagged, if she needs more materials. Patrick made a motion to approve the finance reports for August and Keary seconded it. All approved. Motion passed.

**Directors Report:**

The Circulation Wall is up for August. We have had good volunteer usage. Red Hook Community Center is paying for our summer helper Kaylee, who has been working 20 hours a week. She does the play hour and summer camp for kids upstairs. Sam is working with the children downstairs. The Library set up a little different for camp this year. We have been utilizing up and down areas. Previous years the campers have come in then gone outside and gotten restless. The new plan is working out well.

**Friends:**

The Friends have purchased a laptop computer desk for the children's room. They also purchased Halloween crafts to make bags for the Halloween bash Alexis is planning. Jeans says they have gone through all the left-over books that get put on the in sustainable shelves. They don't have a lot left for replacements on the shelves. She says they will take small donations of books now. The Friends have a meeting coming up soon. Jean is seeking help from Alexis to create a poster to recruit new members for the Friends.

**Open Business:**

\*Live Play create update: The children's area has ½ of the room taped off, while they are working on the renovation. Alexis was waiting to hear from the county, to see if we can file an extension, if the contractors can't finish work by the end of September.

\*Disaster Recovery Plan- No updates

\*Signage-No updates for Library sign-Keary is still researching options and did look at painted vs carved options. That would be a cheaper option and it looks great.

\* Facility Plan- Beth has reached out to Brian. Waiting for reply.

\*By-laws- No update this month.

Strategic Plan- Patty and Alexis met again in August. The plan will be presented at the September Board meeting.

Budget- Beth, Sara and Supervisor meeting to be set up. Beth will reach out to Brian.

### **Marketing Ideas and Fundraising:**

#### **Fundraising:**

Several ideas were discussed for fundraising. They include the library hosting a couple of bake sales, Food Truck and corn hole at Distillery, Indoor miniature golf. Jean says the Rojan library does a lot of fundraising. We should check them out. She also suggested we Google “fundraising for Library” for other ideas.

\*Cemetery tour- Library should consider raising the ticket prices, since we sell out quickly and can only do so many tours, with no more than 25-30 people per group.

#### **Marketing:**

\*Keary and Patrick suggest a big Mail out to people that live in our school district. There are other ways to reach out, other than regular mailing through FB and other social media.

\*Alexis asked Paul for a quote to redo a graphic design for the library. Millbrook did it for \$800.

\*Patrick had someone suggest we add a donate button on our newsletter. We could put a tag line that says, “The Library requires your support”.

#### **Adjournment:**

Motion was made by Beth to adjourn the meeting at 7:57. All approved.