

Millbrook Library Board of Trustees

Minutes of meeting November 15, 2022 - 7 pm

Present: Jodi Fernandes- President, Mark Vila- Treasurer, Kari Capowski- Secretary. Trustees: Kay Bishop, Megan Brandow- Fuller, Elizabeth Vila, Jeff Zelevansky, Michael Sloan, , Library Director Courtney Tsahalis and Ric Swierat

Absent: Kim Moffit, Nicole Anderson , Sarah Gonzalez , Matthew Calkins-Vice President

1. The meeting was called to order with a quorum present. The board was informed that our guest, Risa Pomerselig would be rescheduling her visit with the board to discuss Teen Services.
2. Ric Swierat, President of the Mid-Hudson Library System Board of Directors joined us to discuss the library system, to observe our meeting and offer information about board trainings, 414 votes, and other topics. He answered questions from board members and agreed to return when our new trustees join after February.
3. Mark made a motion to approve the October 2022 meeting minutes. Kay seconded and all approved.

4. President's Report

Jodi informed everyone of Kim's resignation from the board, stating "we are grateful for her service and sorry to see her go".

5. Director's Report

In addition to Courtney's (attached) report, there was a brief discussion about next year's holidays and a motion was made by Mark to approve the list of 2023 holidays that Courtney presented the board. Michael seconded the motion and all approved. There was also a brief discussion about the Union Vale library (the first new library in New York State in 18 years).

Courtney also thanks everyone for their support over the last three weeks while she was attending to family matters.

6. There were no correspondence or communications to discuss.

7. Financial Reports

Mark stated there were no new financials and that there will be an official budget vote next month. There was review and discussion of the proposed budget.

Mark asked the board for any discussion and then approval of the October 27 and November 11 bills. Kari made a motion to approve both sets of bills. Jeff seconded. All approved.

8 Committee Reports

(a) ***Building and Grounds-*** Michael reported that the design for the HVAC is finished. We still need a structural engineer. We need to have the units redistributed throughout the roof due to their weight. There was discussion about when the work will actually begin.

(b) ***Development/Fundraising/Friends-*** Megan reported that the fundraising committee met just prior to the regular board meeting. In attendance were Megan, Kay and Kari. There was discussion of creating a fundraising calendar as well as developing donor relations.

(c) ***Long-Range Planning-*** nothing to report

(d) ***Nominating-*** Kari reported that we are in good shape.

(e) ***Personnel*** -nothing to report

(f) ***Policy-*** Courtney reviewed the updates to the library's Computer Use Policy (last updated in 2014). There was a brief discussion among the board and then Jodi made a motion to accept the updates to the policy. Mark seconded and all approved.

9. There was no new business

11. There was no unfinished business.

12. There being no further business, Kay made a motion to adjourn. Mark seconded, and all agreed.

Respectfully submitted,

Kari Capowski
Board Secretary