

Croton Free Library
Board Meeting Minutes
October 16, 2023

PRESENT:

Trustees: Susan Ranis (24), Lynn Kauderer (28), Barry Feinberg (28), Mayla Hsu (26), Margaret Mahoney (26), Jane Beller (27)

Library Director: Jesse Bourdon

ABSENT:

Leslie Ellis (24), Marianne Merola (27), Justin Johnson (28), Adam Decker (28), Laura Stelman Jaeger (26)

CALL TO ORDER

The meeting was called to order at 7:32 pm.

APPROVAL OF SEPTEMBER 2023 MINUTES

September 2023 minutes were voted on and approved.

DIRECTOR'S REPORT

- Collection Statistics and Patron Services

Collection statistics for the month of September 2023 were presented in a new format, with Digital Checkouts and Cataloged Material broken down by categories and displayed on pie charts. All areas show an increase over statistics from September 2022.

Patron Services also show consistent increases except for two fewer new cards issued but an almost five times increase in teen attendance.

- Banned Book Week

Thank you to all who supported and participation in Banned Book Week events.

- Property Damage

After hours, on October 5, some damage occurred outside the building when apparently a car ran over a curb. Our insurance has been notified and we are awaiting a police report and damage assessment quotes.

- Levenberg (CREST) Grant Submission

We have submitted a grant request to the office of Rep. Dana Levenberg for a CREST grant which is intended for capital improvements. Specifically, we have requested funds for a car charging station(s), lighting upgrades for the exterior of the building and the parking lot area, and a solar canopy for the center of the lower lot.

- Fundraising Requests

The Library requested that money from the Fundraising account be used to support two programs: the New York Times online access system for patrons which expires on November 20, 2023, in the amount of \$3,031, and our Summer Reading Program 2024 in the amount of \$3,000. The fundraising committee approved both requests.

- Audit Update

Our accountant now has all the documentation needed to get started on this year's Audit Report. We still need to make restricted allocations and confirm we have all of our Vanguard information.

- Pat Seldin Reading Corner Complete

The Director has been working with Peter Seldin, husband of the late Pat Seldin, to complete improvements in the Children's area with funds from his donation in her name. We have added some sensory activity boards, cubes around the room and, thanks to artistic work by the Director himself, we now have a custom painted tree mural for adding seasonal displays. Thank you Jesse!

TREASURER'S REPORT:

The Finance Committee continues to meet prior to the monthly Board meeting to review financial documents. Its recommendations and reports are presented to the Board as part of the Treasurer's report.

- Check Register Approval

The Monthly Check Register for September was presented. The Register was approved by the full Board following review by the Finance Committee.

- Budget Performance Report

Looking at the Profit and Loss report for the first quarter, from July through September 2023, we see that we are right on target with total expenses at 24.8% of budgeted.

- Vanguard

We have just received the first of two checks from this year's tax levy which will be deposited shortly into our operating account at Chase. We continue to work with the bank to set up

systems for electronic transfer of funds from our operating accounts into our Vanguard investment accounts.

COMMITTEE REPORTS:

- Finance Committee:

See Treasurer's Report

- Croton Reads

Events surrounding Croton Reads 2024 will be held on April 6 and 7. The author is enthusiastic and we are working on several satellite events. We are hoping to include High School students in some capacity this year, and discussions with teachers at the school have been initiated.

- Buildings and Grounds

Paul Mays, of Butler Rowland Mays, met with members of the Committee again in a session which all Board members were encouraged to attend. Unfortunately, several members were not able to join the meeting, but questions were submitted to him from all members after plans were shared in advance. Jesse reviewed several of these questions and provided members with Paul Mays' responses. Mr. Mays will be meeting next with members of the staff, and these types of meetings will be continuing for a while.

- Arts Committee

The next display, which will be hung on November 3, will be photographic works by Ron Hershey, renowned photographer who's credits include work with Bill Moyers' series "Healing and the Mind". A reception will be held on Sunday, December 3, from 2:00 to 4:00 and his exhibit will remain up until the end of December.

- Fundraising Committee

The Annual Appeal letter is now at the printer. It will be distributed via direct mail after problems with last year's delivery to "postal patron" through the USPS. Please watch for it and report back when you have received it, as there was lots of inconsistency in last year's delivery. We will also send out a post card reminder in January, and will include information on the website and in the Monthly Newsletter.

- Long-Range Planning

The Committee chair was absent, but members reported that they are continuing to work on various sections of other documents which need to be updated.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

PUBLIC COMMENT

Mr. Ed Riely spoke to the Board about his concerns.

The meeting was adjourned at 8:40

Respectfully submitted by Lynn Kauderer
Secretary