

# Board Meeting Minutes

## Croton Free Library

July 28, 2025

Minutes of the Ad Hoc Board Meeting of the Croton Free Library, held on Thursday, July 28, 2025 at Our Savior Lutheran Church, 56 Cleveland Dr, Croton-On-Hudson, NY 10520.

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### **PRESENT**

Library Board of Trustees:  
Susan Ranis, *President* (29)  
Justin Johnson, *Vice-President* (28)  
Barry Feinberg, *Treasurer* (28)  
Bethany Basile (27)  
Adam Decker (28)  
Leslie Ellis (29)  
Kate Fabian (28)  
Mayla Hsu (26)  
Laura Jaeger (26)  
Margaret Mahoney (26)  
Marianne Merola (27)

Library Director: Jesse Bourdon

### **GUESTS**

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### **CALL TO ORDER**

The meeting was called to order at **7:36pm**.

It was noted as per open meeting law, that notes from the Quattro Board meeting held at John C. Hart Memorial Library (1130 E Main St, Shrub Oak, NY 10588) on July 14, 2025 should be included as part of the Croton Free Library's Board meeting minutes. Bethany Basile will put together 1-page of notes from that meeting for our review, approval, and inclusion within the library's google drive materials.

### **CHANGING OUR WORLD CONTRACT REVIEW**

The board discussed the additional contract proposal from *Changing Our World*, which is an agreement extension. The contract continuation would begin in September and go through March 2026.

We will have already paid \$18k per month for the first three months, and then \$20k per month for the next three months (\$114k total). Fees for these next six months would be \$20k per month, totaling \$120,000, billed in equal monthly installments.

The addition of another 6 months of contracting with *Changing Our World* would cost us a total of \$234k.

It was noted that we hope that money raised by fundraising will cover not only the cost of the construction project, but the fees we are paying for our professional fundraiser and architects.

It would be feasible to continue with fundraising, but delay the start of the project in order to line-up with a better financial outcome, pending tariffs on building materials. (This would not apply to grants, however, which are granted on a specific timeline).

### **MOTION TO APPROVE AN ADDITIONAL 6-MONTH CONTRACT WITH CHANGING OUR WORLD**

*A motion was made by Justin Johnson to approve allocating \$120k from our capital fund and investments for the purpose of funding an additional 6-month contract with Changing Our World. Bethany Basile seconded the motion. The motion passed unanimously.*

*Approved (11): Bethany Basile, Adam Decker, Leslie Ellis, Kate Fabian, Barry Feinberg, Laura Jaeger, Justin Johnson, Margaret Mahoney, Marianne Merola, Mayla Hsu, Susan Ranis.*

It was suggested that to be able to finance a larger-scale project we should look at every avenue available to us for financing.

It may also be helpful to add in increased cost of operations in our operating budget going forward with the increase asked for our renovation costs. We may like to wait until our annual budget request is over the \$1mil point (which would occur within the next few years with our annual minimal increase request), so any additional request is not tipping us over the point.

It was suggested that *Changing Our World* include the topic of “most important updates” with our biggest donors. It will be important to get their buy-in, and to understand what they feel needs to be included in our renovation for them to support it strongly.

### **UPDATE ON LEADERSHIP COMMITTEE**

The leadership committee for fundraising will be chaired by Melanie Dodson. Weekly meetings will take place each Wednesday, which include Jesse and Susan. Meetings will include some members of our Library board, as well as a few others from our community (possible members currently in discussion between Melanie and *Changing Our World*).

Board members should please email Susan Ranis a list of any potential committee members.

It was suggested we connect with local realtors as well as possibly the Croton Welcome Wagon for new community members.

This committee will continue on past our relationship with *Changing Our World*, to liaise with the public for future fundraising for this project. They may also work hand-in-hand with our Fundraising Committee.

It was determined that we will have two board meetings per month for the coming year, one standard monthly board meeting, the other a monthly board working session focused on the renovation project. These working sessions will usually take place on the fourth Monday of each month at 7:30p, starting August 25th. At this first meeting the full schedule of meetings will be determined.

No votes would be held at the working sessions. We could pause certain committees (e.g. Safety and Buildings and Grounds) during the year to allot for board member availability for these extra full-board meetings. Justin Johnson, Adam Decker, and Mayla Hsu have offered to co-chair these Working Session.

We will invite Melanie Dodson to our monthly working sessions to facilitate communications with the renovation fundraising committee. . It was also requested that the monthly board working committee prepare materials to improve efficiency of the regular board meeting.

### **UPDATE FROM PAUL MAYS**

We are currently waiting for updated architectural plans from Paul Mays based on our updated anticipated ability to budget this project. We do not anticipate we will have a design within the next two weeks.

### **\*PUBLIC COMMENT**

*\*Members of the public may address the Board of Trustees only during the Public Comment portion of the board meeting and must identify themselves by name when they begin to speak. Comments are limited to no more than three minutes per person. The number of public comments per board meeting may be limited due to time constraints.*

There were no public comments.

### **ADJOURNMENT**

A motion was made by Justin Johnson and seconded by Leslie Ellis to adjourn the meeting. This motion being unanimously approved, the meeting was adjourned at **9:00pm**.

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*Respectfully submitted by Laura Jaeger, secretary*