

Croton Free Library
Board Meeting Minutes
January 9, 2023

PRESENT:

Trustees: Leslie Ellis (24), Lynn Kauderer (23), Barry Feinberg (23), Jane Beller (27), Adora Lam (26), Mayla Hsu (26), Margaret Mahoney (26), Marianne Merola (27), Laura Stelman Jaeger (26), Susan Ranis (24)

Library Director: Jesse Bourdon

Members of the Public: Tony Gordon, Gillian Rothchild

ABSENT: Mary McFerran (26),

CALL TO ORDER

The meeting was called to order at 7:30 pm.

APPROVAL OF DECEMBER 2022 MINUTES

December 2022 minutes were voted on and approved.

DIRECTOR'S REPORT

- Patron Services

Statistics for the month of December 2022 were presented. Comparisons to statistics from December 2021 show little change except for increases in event attendance which is due to our increase in live event offerings now that the pandemic restrictions are easing .

- New York Times online access

The Library has subscribed to a new NY Times online account for library patrons. Funding for this subscription has been provided by money from our Fundraising account generated through the excellent work of the Fundraising Committee. Introduction of this service for users who are physically present in the Library has been activated and a second phase, which makes it possible for users to access NY Times databases from off-site locations, will be initiated soon. In either case it is required that users must open an account with the Times and then use a special password which will be assigned to them.

- New Bank Accounts at Chase Bank Croton

As part of our moving of Library Funds from Wells Fargo Bank to Chase Bank, we have successfully opened new accounts at Chase and are in the process of testing various banking services they offer. Actual movement of funds will take place after all testing is completed.

- Caldecott Book Club

This group, organized by Nikki Rank, examines this year's candidates for the Caldecott Medal, an annual award given to the most distinguished picture book for children. Meetings will be held in January culminating in a special breakfast and viewing of the Youth Media Awards program on January 30.

- Lorraine Hansberry Kickoff Event

A multi-town multi-event program to honor the legacy of late Croton resident Lorraine Hansberry will begin with a kick-off event to be held in the Ottinger Room on February 11 at 2:00 pm.

- HVAC Problems

Our HVAC unit which services the Children's Program Room and the Director's office is not functioning and will need to be replaced, just slightly after a five-year warranty has expired. We are currently receiving bids for the project.

- Freegal Music subscription cancelled

We have elected not to renew our previous subscription to the Freegal music streaming service. After two years, statistics indicate that it was not used enough by our patrons to justify the cost.

- Kiosk at Croton Commons

Work is underway to repair some minor issues with the kiosk at the Croton Commons. We continue to welcome ideas for new ways in which this kiosk might be put to use.

TREASURER'S REPORT:

- Check Register Approval

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

- Monthly Budget Performance Report

The Monthly Budget Report was presented by the Treasurer. As in the past, we continue to operate very much on budget with our expenditures at 52% after six months, or 1/2 of the fiscal year. A few outstanding numbers were examined and explained to the satisfaction of Board members. In addition, it was agreed to change the titles of the budget line items "Donation –

Association” to “Donation – Fundraising” and “Association Expenses” to “Fundraising Expenses” in line with our recent reorganization.

- Annual Audit

Once again we have received an extension of the deadline for our Annual Audit.

COMMITTEE REPORTS:

- Finance Committee:

The Committee is currently meeting prior to the monthly Board meeting to review financial documents. Its recommendations and reports are now presented to the Board as a part of the Treasurer’s report.

- Buildings and Grounds

The next meeting of the Committee will be on February 2 at 7:00 pm. We will be discussing the recent report received from Paul Mays as well as various responses received from neighboring Library Directors to our requests for feedback on their experiences working with the two firms we are considering. All trustee members are welcomed to attend.

- Art Committee

Our current display by local Croton artist Howard Ellis will continue until the end of February. The opening reception was very well attended and we congratulate Howard on his work.

- Croton Reads

The Committee is pleased to report that much progress has been made. Advertising materials have been sent to the printer and books have been ordered from the publisher. Official announcement of the book selection will be made in the next few weeks.

- Long-Range Planning

There was no Committee report this month.

- Safety Committee

There was no Committee report this month.

- Fundraising Committee

The next meeting of the Committee will be on January 18 at 7:00 pm. Donations from our Annual Appeal are still coming in. We continue to be concerned by the fact that many residents never received delivery of our Annual Appeal letter due to a clear failure on the part of the post office.

- Publicity Committee

There was no Committee report this month.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- Trustee Education

Trustees are reminded that we are required to receive at least two hours per year of continuing education. The Trustee Handbook Book Club, a series of online training sessions, is resuming in February and the Director has sent an email with links for registering.

- New Trustee Search

The Board is beginning the search for a new Trustee to replace outgoing trustee Mary McFerran. Trustees can recommend to those they think are interested to apply.

- Tribute to Jerry Pinkney

The Director will be participating in a panel to discuss the legacy of late Croton Resident Jerry Pinkney at the Katonah Library on January 14 at 5:00 pm, where several of his works are currently on exhibit.

PUBLIC COMMENT

There were no public comments.

The meeting was adjourned at 8:32.

Respectfully submitted by Lynn Kauderer
Secretary