



Minutes of the March 23, 2021 RFRR Board meeting

Kathleen Riegelhaupt called the meeting to order at 7:32.

Consent Agenda

Kathleen reviewed the use of the consent agenda for all routine items such as minutes of the previous meeting and financials. She asked to move the financials out of the consent agenda. Sara Miller moved to approve the consent agenda. Matt Anderson seconded. Jaclyn Cohen pointed out that date on the January minutes read 2020 and should be changed. All approved the motion.

Treasurer's Report

Ted Burdick reviewed the February financial statements. Income is going quite well with the first installment of the City's semi-annual funding and the rollover from last year's annual campaign. Expenses are lower because of a vacant position which will be filled soon. The automated services amount represents the first 6 months of WLS payments. In July WLS will be offering IT services on a new model. Chris is waiting for pricing details. The endowment performance is ahead of the S&P. The library has received its second PPP loan. Sara Wise moved to accept the February financials. Nicole Cunningham seconded and all approved.

President's Report

Kathleen welcomed the new trustees and the new Auxiliary Board presidents. She thanked Chris and Francis Jenkins for hosting the annual meeting. The video shown at the meeting gave an excellent overview of the library's work last year. She has two goals for the coming year. The first is to support Chris and the entire staff during the gradual reopening. She asked Chris to call upon the Board members for any assistance needed. Her second goal is to help the Board re-engage after a difficult year of social distancing and zoom meetings. She hoped that meetings could become hybrid as early as April. She encouraged all Board members to serve on at least one standing committee.

Staff Reports

Chris Shoemaker reported that work had been done to upgrade the elevator. Storm windows for the first floor are being considered. WLS is changing its IT services and this will impact the library's budget. Other libraries have contracted with outside vendors for their IT services. Chris will look into pricing from outside vendors once he receives the new pricing from WLS.

Chris reported that the library has applied for a grant from Old Oaks Country Club and a grant from Con Ed. The staff will have customer service training in June and the library will therefore be closed for half a day.

Catherine Riedel reported on activities in the public service departments. Programs this month have focused on women's history. In partnership with SCORE the library hosted a webinar on "Instagram for Small Business" which was attended by 261 people. Teen programs included a very successful "Activist Academy" attended by 90 people. The library has applied to the City for permission to have programs on the Village Green throughout the summer. More children's programs will be moving outdoors since the numbers at Samantha's outdoor story hour continue to grow.

Auxiliary Board

Chris introduced the new co-presidents. The Auxiliary Board will be conducting a friendraising campaign in conjunction with National Library Week through contacting past Novel Night participants.

Board Discussion

Kathleen asked Chris to review the talking points and board dashboard. Book donations for the upcoming book sale are now possible. The dashboard shows that browsing is up which means that more people are feeling comfortable about returning to the library. The staff is rearranging the meeting room to meet the new 3 foot distancing guidelines. Some of the procedures put in place during COVID such as curbside pick-up will continue with modification.

Kathleen led a discussion of the Board's standing committees and encouraged Board members participation. She suggested that a different committee be spotlighted each Board meeting. The current 3 year strategic plan will end in May 2021.

Normally we would spend this year crafting a new one. She suggested that because of the gradual reopening and arranging for operations post-COVID, perhaps we should extend the current plan for one year. Sara asked if this required a vote. Kathleen said that was not necessary. In May the Board could vote to extend the present plan.

Mission Moment

Chris reported that the library had its first sign up for next year's spelling bee.

New Business

Francis congratulated Kathleen and the new executive slate. He hoped that the Board could build camaraderie with the return to more normal operations.

Kathleen moved to adjourn the meeting and Francis seconded. All approved and the meeting was adjourned at 8:20.

Action : The Board Approve the March meeting minutes