

## **Katonah Village Library Board Meeting Minutes**

***Monday, July 24, 2017 --7:30 p.m.***

Regular Meeting

**Call to order** (Virginia) at 7:35 p.m.

**Present:** Virginia Lanigan, Kate Silverstein Galligan, Steve Brotmann, Jack Freudenheim, Mary Herrstadt, Rhea Johnson, Joe Tropiano, Director Mary Kane

**Absent:** Joe Stark, Susan Polos, Barbara Chintz, and Alan Eifert

### **Minutes**

Minutes from June 26, 2017 were approved without exception.

### **Director's Report** (Mary Kane)

Please see attached report.

### **Finance** (Virginia, reporting for Nathalie Dalrymple)

- As healthcare costs are increasing, there will be a meeting with the town to see if the Library can be included on the town's healthcare plan, and if yes, to determine if the Library's premiums on the Town's plan would be more affordable than going on our own with other plan.
- Securities are almost ready to invest with Morgan Stanley.

### **Book Sale** (Mary Herrstadt)

The succession of the current book sale coordinator was discussed. It was decided that a want-ad on Katonah's Parent's Facebook page would be a good place to place an ad for the position.

### **Building and Grounds** (Mary Kane)

- The automatic doors will be installed starting on 8/23
- Security cameras have been installed in the meeting rooms by board member Steve Brotmann. The cameras are motion activated, without sound.

### **Nominating Committee** (Susan Polos)

The Committee interviewed one candidate. Board member Joe Tropiano has another candidate in mind as well, with development/fundraising experience. Board member Rhea Johnson noted that another interested candidate approached her, and that she has forwarded the candidate's name and contact info to Mary and Virginia.

### **Personnel Committee** (Stephen Brotmann)

- The library would like to be more proactive in keeping track of donors and donations. The Board approved a motion to hire a current library employee to take on the development role for 14/hrs week, in addition to her continuing to work 14 hrs/week as clerk at circulation desk.
- The Employee Handbook is almost done.

### **Fundraising Committee** (Galligan and Eifert)

There was a discussion about expanding the ways for the library to raise funds beyond current twice-yearly fundraising parties and the Book Sale, including the Book Sale Perhaps two or three speaking

events during the year featuring local literary celebrities, with an admission fee, would be a good way to augment current fundraising income.

**Programming** (Jack Freudenheim)

- Board member Jack Freudenheim would like to purchase a state-of-the-art sound system with the grant he acquired thorough Adobe. It would be mobile, allowing it to be used for outdoor and “upstairs” events.
- There is a violin duo scheduled for November 11.

**Community Engagement Committee** (Joe Tropicano)

- Board member Joe Tropicano will be sending a test link of the 2017 Library Survey out to board members.
- The new website is almost done.
- Patrons are responding very positively to Library’s Instagram account, which Mary Kane is running.

**Fall 2017 Harvest Table Fundraiser on Nov. 4th** (Kate Galligan and Virginia Lanigan)

- Half-keg of beer will be donated by Captain Lawrence
- A photo booth will again be donated by Nelson Salazar at Coldwell Banker.

**Meeting was adjourned** at 9:11 p.m.

**Next Board Meeting:** Monday, September 25, 2017 at 7:30 p.m.

Respectfully submitted,

Nathalie Dalrymple, filling in for absent Secretary Susan Polos

**Director’s report: June 27-July 21, 2017**

**Programs**

The **Library’s Book Group** discussed Lauren Groff’s *Fates and Furies* and Bill Beverly’s *Dodgers*. Tuesday’s Chair Yoga classes have been going well, and have attracted an enthusiastic crowd. The first film in the Library’s Food on Film Series, *Seed* attracted a large audience.

**Art at the Library**

We had two art openings, for Christopher Green’s stainless steel outside sculpture installations “*Sculpture at the Athenaeum*” and from *From Here to Haiti, works of Energie Nouvelle*.

**Fun Mention**

A couple had their wedding photos taken at the Library. I posted one of the images on Facebook, along with why the Katonah Library is important to them.

**Musical Instrument Collection**

Nine out of eleven instruments are currently checked-out via the new instrument loan program.

**Building**

More air conditioner problems and electric issues. The air conditioner’s chiller needed work. Additionally, two ballast transformers on different circuits blew due to lightning. This resulted in sparks and smoke in the staff room when the lights were turned on. Electrician fixed.

### **Meetings and Events Attended**

- Staff Meeting, 6/28
- Opening of *Sculpture at the Athenaeum*
- Opening of *From Here to Haiti, works of Energie Nouvelle.*