

**Katonah Village Library Board Meeting Minutes**  
**Monday, October 23, 2017 -- 7:30 p.m.**

Regular Meeting

**Call to order** (Virginia) at 7:40 p.m.

Present: Virginia Lanigan, Nathalie Dalrymple, Susan Polos, Alan Eifert, Steve Brotmann, Jack Freudenheim, Alan Eifert, Mary Herrnsstadt, Rhea Johnson, Joe Tropiano, Director Mary Kane

Absent: Kate Silverstein Galligan, Barbara Chintz, Joe Stark

**Minutes**

Minutes from July and September meetings were approved without exception.

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

Please see attached report.

**Finance** (Nathalie Dalrymple)

The account with David Otto was transferred to Morgan Stanley; divestiture and reinvestiture was done according to the Library's Investment Policy (with no fees charged to KVL by Morgan Stanley.) The Morgan Stanley wealth management office is based in Baltimore; the managers of the KVL accounts will give quarterly performance reports to the Finance Committee, done live via phone. Nathalie will negotiate transaction fees as needed.

**ACTION ITEM:** The KVL Investment Policy was approved by all present in a unanimous vote.

**Book Sale** (Mary Herrnsstadt)

Mary reports that sales are on a par with other years and possibly over previous sales as of today. Mary is very impressed with the group of volunteers that are working the sale. They are tireless and have a system in place. All are encouraged to thank the volunteers and pitch in when possible. We need to remember that this is a fundraiser, too, and demonstrate the same support for the sale as we do for the other events. The Bake Sale was a great success!

**Harvest Table 2017 Fundraiser** (Virginia Lanigan)

Virginia is soliciting fried calamari from three local restaurants. Past trustee Susan Scofield is providing some food for the event. Katonah Wine & Liquor is selling us wine at cost. Virginia will create a signature drink. Kate has recruited food servers from the middle school; clean-up and other duties were assigned. Robert Kessler's jazz instrumental group, The Hip Replacements, will provide music. Nelson Salazar has donated the photo booth. John Bart is our volunteer auctioneer. Rhea and Virginia will be spotters, as will two JJHS students (Lauren Diack and Annika Carlson) and others. There will be a pre-event meeting for auctioneers and spotters. Assignments were sent out. Joe T. and others will help with set-up. We will close the bar promptly at 11 p.m. so that we can begin clean up. Maura will send out an e-blast teaser about the auction items. Rhea will post PDF of auction items on Katonah Parents Facebook Page. Rhea has prepared the raffle basket with Trustee donations. We will note on the website that advance sales end on midnight Friday.

**Nominating Committee** (Susan Polos)

The Committee has five strong candidates. We will vote on these candidates in November.

**Personnel Committee** (Stephen Brotmann)

Staff evaluations are in process. Mary's is forthcoming.

**Fundraising Committee** (Alan Eifert)

Double Your Donation is a web-accessed application, paid for via \$300 yearly fee, that we will put on the "Donate" page of new website. The link will allow patrons to quickly determine whether their employer offers matching-gift benefits, and/or financial gifts to NFPs the employee volunteers for (e.g. the sort of program that allowed Jack F. to receive a \$5k annual grant for the Library from his employer, Adobe). We agreed to try it for a year to see if there was an uptick in matching-gifts income.

**Programming** (Jack Freudenheim)

Japanese Music Concert was well attended. A live-stream twitter feed of the concert was recorded, which is accessible on the Library's Twitter account.

Jack has moved forward with the order of new public-address/audio system (paid for with the Adobe grant); he has purchased everything except the monitors, which he will defer to next year and also purchase lights at that time.

The Adobe Grant has also paid for musician, Graham Clark, to perform for a children's program, as well as for an adult performance by Black Marble, a violin duo.

Jack is also speaking with an Irish storyteller in Boston about a future program. Joe T., Barbara, and Susan will join with Jack to work on this program.

**Community Engagement Committee** (Joe Tropicano)

We have about 300 responses to the patron survey. Mary and Joe have discussed extending the deadline of the survey to the annual appeal. Majority of respondents are older patrons. Rhea will post the link to the survey on Katonah Parents Facebook page.

Survey results so far have indicated patrons' desire for more books, music programs, and author events.

The new Library website will go live after the Harvest fundraiser. Trustees provided constructive comments, but all agree the new site design is a major improvement.

**Meeting was adjourned** at 8:55 p.m.

**Next Board Meeting:** Monday, November 27, 2017 at 7:30 p.m.

Respectfully submitted,

Susan Polos, Secretary

## Director's report: September 26-October 19, 2017

### Programs

The **Library's Book Group** discussed Mark Slouka's *Brewster*, and the **World Affairs Book Group** discussed *Hillbilly Elegy: A Memoir Of A Family And Culture In Crisis*. **The Food on Film Series** continues to be well-attended, with the October showing of *Comes Down to Earth*. The concert **Music of Japan: Discovery in a Single Tone** (made possible through an Adobe grant via Jack Freudenheim) attracted an enthusiastic audience. **Great Decisions** had a large crowd with its October topic *Impacts of American Policies in the Middle East*, and guest speaker Naazi Asgari. We had a very successful and informative evening with, **Four Authors talk about Writing: Sana Krasikov, Lauren Acampora, Wendy Walker and N. West Moss**. Vicki Marwell and Virginia Fetscher moderated.

### Meals on Wheels

Michael Robin has initiated a collaborative program with Bedford's Meals on Wheels. Library materials will soon be in the hands of homebound patrons, courtesy of Meals On Wheels' volunteers and the Library.

### Musical Instrument Collection

Our musical instrument collection continues to generate praise (and circulation!) and we look forward to Mike Dwyer's Monday evening ukulele workshops - it

### Building

The claim money was received from our insurance company for flood damages to the Garden Room. We have had issues with the newly installed automatic doors downstairs, with the door not always opening when the button is pressed, and the staying open for prolonged times. The door company has been notified.

### Meetings and Events Attended

- Meeting with Katonah Museum of Art: Discussed collaboration on upcoming exhibits
- Staff Meeting, 9/27
- Fundraising Committee Meeting
- Music of Japan: Discovery in a Single Tone concert
- Four Authors talk about Writing: Sana Krasikov, Lauren Acampora, Wendy Walker and N. West Moss
- Interview with Bedford Magazine: Changes in Libraries
- Nominating Committee: Met with two candidates
- Book Sale Sunday set-up
- Book Sale Pre-preview