



Katonah Village Library

Board Meeting Minutes

February 28, 2022

Regular Monthly Board Meeting (held on ZOOM)

Call to order at 7:33 p.m. (Mike Dwyer)

Present: Mary Kane, Mike Dwyer, Sue Hassett, Tony Mamo, Ian Shaw, Barb Chintz, Vienna Wong, Amy Drucker, Susan Popovic, Barbara Chintz, Cassie Coccaro, Alicia Montano Vigil.

Absent: Jennifer Versacci, Rhea Johnson, Mary Hernstadt

Approval of Minutes

Minutes from the January 2022 meeting were approved with no corrections.

Report on 2021 Appeal

Ellen Waltmyer, KVL's Development Manager, was invited to speak to the board about the stellar results of the 2021 Appeal.

This year the Annual Appeal raised \$152,554 in Direct mail and online appeals. (This does not include a special \$50,000 gift.) Ellen approached certain donors for matching gift efforts for the appeal and was successful. It turns out the matching gift appeals were very effective as a giving tool--- really helped to increase donor amounts.

Ellen said KVL acquired 51 new donors during the two matching gift processes, which is a strong increase from last year. Donor renewal came in at 372 donors.

In the appeal letters, Ellen reminded people that KVL is a nonprofit, so we are NOT fully funded by the town. She was amazed at how many people still forget this important fact. Ellen reported that we also promoted the Annual Appeal online. We created an online giving form and did a campaign for Giving Tuesday.

Ellen also did a Sweep mailing as the final annual appeal mailing. It brought in \$7,458.00. It was directed toward people who had yet to give to any of the current appeals, but had donated the previous year.

Ellen is working on following up with donors about sponsorship and is looking into creating a donor newsletter.

The Board thanked Ellen for her terrific work on the Appeal as well as fostering great relationships with donors.

Finance Report (Susan Popovic)

Susan Popovic reported on her meeting with Morgan Stanley to review our KVL portfolio. The KVL Portfolio is allocated conservatively with 55% equity, 45% fixed income. Our return for last year was 7.6%, which is very good. Mike Dwyer asked Susan if Morgan Stanley would be able to help us invest our short term cash in liquid assets. Popovic said that we could buy T-bills with our extra cash and there should not be a fee for that.

Ian and Sue H will work with Morgan Stanley to open and fund the Board approved \$175K into the new Operating Reserve account and coordinate the short term investments of these funds.

Director's Report (Mary Kane) See attachment.

Action Item: Mike Dwyer made a motion to purchase HVAC controls to insure that KVL can control our heating and AC needs. The motion was seconded and passed unanimously.

Action Item: Mike Dwyer made a motion to hire Kim Maples as our new Adult YA librarian. Motion was second and passed unanimously.

Discussion: Since we now have sufficient funding for the next few years, we have the opportunity and capacity to go deeper into our mission to "...enrich our community by inspiring lifelong learning, providing meaningful experiences, and fostering stronger human connections"

Mike wanted to get feedback from the Board about how best to reach out to groups within our community that we ought to engage, to find ways we can be more useful.

He asked the Board to come to the next board meeting with a list of local organizations that KVL could engage with to consider how best to meet the needs of these organizations.

Meeting adjourned at 9:01pm.

Next meeting (in person) is on March 28, 2022.

Respectfully submitted,
Barbara Chintz, temporary Secretary



KATONAH VILLAGE LIBRARY

We are Community...

Director's Report

January 28-February 26, 2022

Adult/YA Librarian

Kim Naples has been hired as the new Adult/YA Librarian. She comes to KVL with a breadth of experience, working with both adults and teens.

ADA compliant public restroom

The restroom renovation is complete: Stop by and give it a go! ☺

Library and Museum ARPA Grant

The disbursement on this grant is two months late, which is particularly concerning as there is a hard fast deadline (June 30th) on carrying out the purchases and programs associated with the grant money. Several of the items the library planned to purchase are experiencing supply issues/delays, and in not ordering I may be looking at an extended wait time. The Chief Administrative Officer of Metropolitan NY Library Council (grant coordinator) assured me that KVL and KMA are getting the grant, and that the delay is based on processing FS-10's for the nine councils. METRO encouraged us to buy items now before receiving the money. After a discussion with both the KVL Treasurers and President, I put a deposit down on the acoustic pod. We will also purchase the Charlie Cart if it we receive word that the order is ready. (The Museum is also pre-ordering the items from their list as well.)

In-Person Programming and Library Usage

In-person program has started up again! Children's programs have included: The Lunar New Year Celebration, Story Seekers (book group), Read to Callie the Dog, Chess and Preschool Storytime. Adult programs have included AARP Tax Aide, Great Decisions and Tai Chi (meeting this week). Additionally, there has been an influx in Library usage, with more people working in the Library and checking material out.

Opening Saturdays

We have now been open *for three Saturdays!* Patrons have expressed gratitude that KVL is now open on Saturdays. The Children's Room has been especially busy. The Book Sale has simultaneously opened on Saturdays and doing well.

Technology Company

A1 Computer Services in Brewster NY is now managing our public/staff computers/printing and helping with any technology issues.

Follow-up from January Board Meeting

This week, Claudia and I are meeting with a Library Designer from *Opening the Book* (Library Furniture) to go over space specifications of the Children's Room for new shelving. Claudia is familiar with this company and their products.

Meetings Attended

KVL Staff Meeting

KVL Building and Grounds Committee

KVL Development Committee