



# Katonah Village Library Board Meeting Minutes 3/25/24

## **Meeting – IN-PERSON**

**Call to order** (Ian Shaw) at 7:05 p.m.

Present: Susan Hassett, Mary Kane, Amy Drucker, Alicia Montano Vigil, Larry Bartelemucci, Ian Shaw, Stephanie Adler Yuan, Catie Hall, Joe Lemire, Eileen Sullivan, Vienna Wong.

Absent: Tanya Fatimi

### **Approval of Minutes**

The February 2024 board meeting minutes were approved unanimously.

### **Finance Committee Report (Hall)**

Catie reported on a recent meeting with the bookkeeper to review the Library's 990 and shared a recommendation that the Library codify its policies and practices around document retention and stock donations.

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

- The sunroom was recently repaired and survived the recent storm without leaks.
- Mary and Claudia have been leading a book group on Friday afternoons.
- Reminder that the Bedford 414 task force is meeting on Friday, April 5, and that trustees should plan to attend if they are available.

### **Action Items:**

1. Approval of expense for Arborscape hydrangea and fence removal– unanimously approved.
2. Approval of expense for children's room fluorescent lighting to LED replacement – unanimously approved.

### **Development Committee (Vigil)**

Ali shared a general outline of the donor appreciation event and noted staffing needs. Ellen Waltmyer will attend the next board meeting to review staffing assignments in further detail and to share some information that trustees to familiarize themselves with prior to the event.

### **Executive Session**

The board went into executive session.

### **Katonah Poetry Series**

Ian reported on a recent meeting with the Katonah Poetry Series (KPS) around shared liability and legal responsibilities. A memo of understanding of the relationship between the Library and the program will be drafted and shared with KPS at an upcoming meeting.

### **Book Sale Committee (Sullivan)**

The board discussed the accessibility of the existing book sale room and determined that the book sale volunteers can replenish the books in preparation for another sale. Eileen gave an update on items that have recently sold on the Library's eBay channel.

Board meeting adjourned at 8:19 p.m.

Respectfully submitted,  
Alicia Montano Vigil, Secretary

## **Director's Report**

### **Highlighted Programs**

Photographer Margaret Fox's art opening had over 60 people in attendance, for a fun evening of art and wine, with three of her photographs selling to interested buyers. Origami for Adults with Yoshimi Arai combined exercise, memory and music with the art of origami and was enjoyed by diverse age groups. The Well-Read Book group is currently reading *Small Things Like These* by Claire Keegan. Strawberry DNA Extraction!: KVL had a full-house of kids grade 2-5—who extracted DNA from strawberries! The event was sponsored by the Cornell Cooperative Extension—and the kids loved it. Collaboration with the Community Center of Northern Westchester: KVL has lent space and tables for 8 weeks to the community center for a construction program, where students learn to read blueprints and other construction skills in English/Spanish.

### **Building**

- After some major leakage, the sunroom in the Children's Room was professionally stripped, sealed, recaulked and the flashing replaced.
- All emergency lights have been replaced with working/updated versions.
- A requested Fire Department safety walk through resulted in a new wall outlet being put in staff room, as I was told the microwave should not be plugged into a surge protector outlet.

### **Meetings Attended**

- PLDA (Public Libraries Directors Association)
- (2) Meetings with LibraryMarket (planning new website calendar)
- Meeting with Bill Tishman regarding wine and May 3 Donor Appreciation event
- Meeting with Katonah Poetry Series volunteers (with Ian Shaw)