

Fundraising Committee Minutes  
3/21/17

Attended by- Johanna Whitton, Sue Ellen Fairbanks, Zach Snow, Barbara Burns, Teres McGuirk, Bill Relyea, M.P. Sternberg

Old Business Discussed-

Book Sale- Need to check with Denise regarding exact total from this sale.  
Next year ensure more time between events in the downstairs space, at least a month.

Wine tasting- 33 attendees.

Mary Pat will send thank yous

Next wine tasting scheduled for Oct. 20, 2017

Wine Course- Scott willing to do in Fall

Possibly end of September - October

Put together a flyer to gauge interest

April Event

Invitations ready, will be prepared for mailing on 3/22/17 (200 + invites)

Johanna will monitor RSVPs, confirm and remind via e-mail

Discussed adding some guests.

Board members volunteered to take on various roles, and will report about at next meeting.

Fundraising Committee  
3/27/17

In Attendance- Bill Relyea, Barbara Burn, Teresa McGuirk, Sue Ellen Fairbanks, Johanna Whitton, Zach Snow, Mary Pat Sternberg

**April 22**

- Reviewed hand delivered invitations- identified a few more invitees
- Add to list of invitees
- Wine-
  - Contact made - Harker Wines
  - Look into other sources
- Performers
  - Jean MacAvoy-agreed to perform ( 15 minutes)
  - High School musicians agreed to perform
- Written Program-
  - Simple
    - List of Girl Scouts Parents
    - Performers/presenters
    - Mary Malloy for food
    - Kevin Buso photographer
    - Director
    - Trustees
    - Tours of library available
- Bar to be set up at each end of the room

Goodie Bags- (Teresa, Johanna)

- Flower pots with seed packets
- Include a magnet with logo, library hours
- Stuff in flowerpot- Library bag ??

Parking-

- Watch numbers to ensure no parking issues
- Johanna has volunteered Michael to direct traffic

Photographer-

- Kevin Buso

Desserts provided by trustees

Identify what each will bring

**Annual Appeal totaled over \$11,000**

**Clinton Community Library  
Long Range Plan 2016-2018  
First Annual Review  
Presented by Operations Committee 4/3/17**

1) <u>LIBRARY COMMUNITY GOALS</u>	<u>ACTION 4/2016 – 3/2017</u>
<p>Promote unity and connections in a community that is geographically and economically diverse.</p> <p>Provide an informative and entertaining range of programs for community residents of all ages with emphasis on those who are pre-school and seniors, both for their intrinsic value and with a view to building a stronger sense of community in the Town of Clinton.</p> <p>Publish and distribute informative newsletters and brochures to promote public awareness of how the library’s resources can connect them with tools for lifelong learning and workforce development.</p> <p>Build positive and mutually beneficial relationships with community organizations working in the consumer, health, financial, education and social services fields.</p> <p>Provide a meeting space for community organizations.</p> <p>Advertise community events through the use of an in-house and online community bulletin board.</p> <p>Solicit community input through the use of surveys, focus groups and open houses.</p> <p>Conduct library operations and governance to the highest standard of openness and transparency.</p>	<p>Community building activities: Summer Concerts on the Library Lawn series; Open Mic Nights every month; Educational Wine Tasting workshops; host to NED counselor weekly; collection site for eye glasses for Lions Club and food staples for Pleasant Plains Presbyterian Church; Community Puzzle; Bird Watching Walks.</p> <p>Children: Weekly Story Hour; Holiday Celebrations; Teen Programs; Babysitter Training Class; Family Programs. Seniors: <i>Optimistic Aging</i> Program: Lunch and Learn, Chair Yoga, Tai Chi, Awareness Through Movement, and Drumming, Nutrition, Aromatherapy and Memory Enhancement workshops. All Ages: All Level Yoga; Women’s Self Defense Class; Energy Savings Workshop; <i>Farm to Table</i> programs; Chess classes; Coloring and Calligraphy workshops; Citizen Preparedness Training.</p> <p>5 Newsletters to all Clinton households; 4 Quarterly Reports to Town of Clinton; frequent verbal updates at televised Town Board Meetings.</p> <p>Collaborated with Clinton Historical Society, Franklin D. Roosevelt Presidential Library and Museum, Ramapo, Girl Scouts, Astor, SSIP Taconic. Set up a liaison with Town Board.</p> <p>Hosted meetings of 4-H Club, Apple Arts, Clinton Business Association, Book Club, Battle of the Books.</p> <p>Began weekly e-newsletter; maintain Library website and Facebook page.</p> <p>Held Community Reception and Library Annual Meeting. Met with town groups to discuss public vote. Distributed feedback surveys after workshops.</p> <p>Community members are encouraged to join Library committees as non voting members. Meeting dates and agendas are posted on the Library bulletin board and on line. Minutes of BOT and committee meetings are archived in the library and on line. The Community has the opportunity to speak at the beginning and end of each BOT meeting.</p>

<p><b>2) <u>LIBRARY TECHNOLOGY GOALS</u></b></p> <p>Maintain a website to provide public access to the catalog, databases, public announcements and ready reference information.</p> <p>Maintain and improve the Library’s internet connectivity and computer workstations.</p> <p>Incorporate new technologies into the provision of Library services wherever possible.</p> <p>Offer training to the public to increase digital literacy of Clinton residents and minimize the digital divide.</p>	<p style="text-align: center;"><b><u>ACTION 4/2016 – 3/2017</u></b></p> <p><a href="http://www.clinton.lib.ny.us">www.clinton.lib.ny.us</a></p> <p>Added three new computers. Provide free WiFi.</p> <p>Provided access to on line e-books and e-magazines and downloadable audio books.</p> <p>Provided a series of instructional classes; provided individualized tech help weekly.</p>
<p><b>3) <u>LIBRARY COLLECTION GOALS</u></b></p> <p>Provide access to a wide variety of popular authors, titles and subject areas using the Library’s resources and those available through the Mid-Hudson Library System.</p> <p>Build a collection of materials that will stimulate thinking, expand knowledge and is representative of contemporary culture and society.</p>	<p style="text-align: center;"><b><u>ACTION 4/2016 – 3/2017</u></b></p> <p>Maintained circulation in an environment marked by decline. Increased inter-library loan circulation.</p> <p>Continuously add to contemporary fiction and non-fiction titles. Maintain subscriptions to New York Times, Wall Street Journal, Poughkeepsie Journal.</p>
<p><b>4) <u>LIBRARY BUDGET GOALS</u></b></p> <p>Secure and allocate available funding resources to ensure the provision of effective Library services in an uncertain economic environment.</p>	<p style="text-align: center;"><b><u>ACTION 4/2016 – 3/2017</u></b></p> <p>Secured grants from Agnes Varis Charitable Trust (\$25,000), Berkshire Taconic Community Foundation (\$1,600), Elizabeth C. Davis Memorial Foundation (\$1,500), Stewart’s (\$750). Teahan Memorial Fund (\$500). Reserved part of Varis grant for use in 2017. Grew the Annual Appeal by \$3,500 and increased the number of donors. Secured partial underwriting for the newsletters. Laid the groundwork for 2017 public vote campaign.</p>
<p><b>5) <u>LIBRARY BUILDING GOALS</u></b></p> <p>Evaluate the structure and systems of the Library and explore opportunities to make improvements, utilizing “green” technologies wherever possible.</p> <p>Complete the renovation of the downstairs space and make it available to expand Library services and programs.</p> <p>Improve access to services for patrons with disabilities.</p>	<p style="text-align: center;"><b><u>ACTION 4/2016 – 3/2017</u></b></p> <p>Identified areas where improvement is needed. Moving forward on priorities.</p> <p>Downstairs space was cleaned, painted, decorated and refurbished. It is used for children’s programs and as a community office space.</p> <p>Expanded audio books collection.</p>

**Clinton Community Library  
Long Range Plan 2016-2018  
First Annual Review  
RECOMMENDATIONS**

- 1) Continue public vote campaign to successful conclusion.
- 2) Explore further expansion of library space downstairs.
- 3) Continue to seek a solution to making the downstairs space better accessible to disabled persons and seniors.
  - 4) Replace outdated patron computer.
  - 5) Improve electronic document delivery.
- 6) Increase community awareness of available digital services, including MHLS services, e-books, e-periodicals.
  - 7) Expand Large Print collection.

**Clinton Community Library**  
**Director's Report**  
**April 3, 2017**  
**HAPPY BIRTHDAY CLINTON COMMUNITY LIBRARY!**  
**National D.E.A.R Month**  
**National Library Week April 9-15**

**Circulation:** YTD Circulation is running slightly behind last years at this time but we were closed a few more days in March due to the snow. This month we circulated 1319 items.

**Programs:** The snow storms messed with our schedule, but all is well. The Optimistic Aging Program is still going well and growing. Saturday Yoga is also very popular and generating donations. We are committed to continuing them. Open Mic night ended up doing very well even though we only had two performers signed up. We ended up with 6 musicians and an audience of 25. We have had several successful lectures; one on wild edibles, and another on emergency civil preparedness. In March, we also had Bee Bee the Clown come to entertain the children and their parents.

In April, we have the author Tony Musso discussing, Hidden Treasures of the Hudson Valley scheduled for Thursday April 6. A lunch and learn lecture by Dr. James Merrell, entitled "Mob Men and Wappinger Warriors, the Battle for Dutchess County 1766" is scheduled for April 13. It already had 16 people signed up to attend. Both firehouses are doing Spring Egg Hunts so we decided not to do an Egg Hunt. We will have crafts in the library for spring break. Carol is working on building a calligraphy club, with the next meeting scheduled for April 8<sup>th</sup> at 11am. She also has scheduled an afternoon of old movies for April 11. John Wayne's "*The Searchers*" will be shown.

**Staff:** LB has resigned her clerk position for personal reasons. I have a new clerk starting this Thursday. This person has a background in computers and is an avid reader and a library patron.

**Volunteer/Partnership:** We continue to have a staff assistant from Camp Ramapo on Tuesday mornings and Friday afternoons. She assists with general library tasks and so far is doing a good job. Other staff assistants from Ramapo finish painting the bathrooms downstairs.

**Director's Schedule/Dates to be Aware of** Mid-Hudson director's meeting April 5.

April 4, 10am Webinar on overview of Construction Grant

April 7 10am webinar on Vote Toolbox

April 11 10am Dutchess Director's mtg

April 15 RSVP for Trustee Dinner (May 22)

Respectfully submitted,  
Teresa McGuirk