



CLINTON COMMUNITY LIBRARY MONTHLY BOARD OF TRUSTEES MEETING

MINUTES

Monday, February 8, 2021 at 6:30pm

- Meeting conducted via teleconference due to the public health closure of the Library and the suspension of certain requirements of NYS Open Meeting Law during the Covid-19 pandemic.

WELCOME/CALL TO ORDER – at 6:33pm by President Johanna Whitton.

ROLL CALL – by Secretary Sue Ellen Fairbanks. Board members present are Johanna Whitton, Mary Pat Sternberg, Justin Carroll, Kim Lewis, Eliot Werner, Chris Johnson, Charlie Dykas, and Sue Ellen Fairbanks. Library Director Carol Bancroft present, and Town Board Liaison Michael Whitton present.

MINUTES

Approve minutes from January 11, 2021 meeting: Motion by Mary Pat, second by Charlie.
Approved unanimously.

PUBLIC COMMENTS

Clinton Town Board Liaison - Councilmember Michael Whitton. Mike reported that he has been working to review the utilities in the library and town complex, working with the town and Central Hudson. Mike has been tasked to calculate a reasonable number for the Town Board to review and determine next steps for the library lease renewal.

Library Board President Johanna Whitton stated that she will excuse herself from lease negotiations and votes due to family ties.

COMMITTEE REPORTS

Finance – Justin Carroll

Justin reported that he has been reaching out to companies for estimates to perform a financial review/audit for the library. Estimates are high in the \$10K range, so he will continue to work on this. Also he pointed out to the board that there is \$15,400 in the budget for capital improvements which can be planned for as part of the Facilities/Long Term planning committee work.

January 2021 Financials – Vote. Motion by Justin to approve the January 2021 financial statements. Second by Mary Pat. Approved unanimously.

Governance/Operations – Kim Lewis

Statement of Diversity, Equity, and Inclusion – Vote. Motion by Chris Johnson to approve statement as presented. Second by Eliot. Approved unanimously.

Pandemic Response Plan – Vote. Motion by Kim to approve this new plan/policy. Second by Mary Pat. Approved unanimously.

Committees and Trustee guidelines have been updated and each committee has been working on updates to the committee objectives. Kim is working with all to review and update these documents, with feedback from all members of the Board.

Fundraising – Sue Ellen Fairbanks

Update – Committee met Jan. 13 and came up with a first pass of the 2021 Events Calendar, which has been posted in the board box. Our first event is the HPTA Library fundraiser. Mary Pat explained and sent out the link for all to sign up. The Event is called 'Read Across Hyde Park' and runs from February 1 to March 31. The Hyde Park

Teachers Association (HPTA) will donate ALL proceeds to Clinton, Hyde Park, and Staatsburg libraries. All Board members are urged to support this event online.

Book Sale – Committee decided that book sale will be held in May 2021. Exact dates to be determined soon. We are currently taking book donations at the library. Next committee meeting is February 16 to continue planning.

Facilities/Long Term Planning – Mary Pat Sternberg

Long Range Plan – Plan is posted in board box. Committee met February 4 and worked on objectives.

Capital Improvements – Committee also prioritized the list of facility improvements to recommend to board. Note that several items in the list are dependent on the entryway and ramp grant from Didi Barrett. Also a new item that came up today was a meeting with the Historical Society to see if we could collaborate on space needs for historical documents. Carol and Mary Pat showed small office downstairs that could be made available, however it was determined to be too small for now. Maybe more discussions can happen at a later time.

DIRECTOR'S REPORT – see attached. Carol mentioned that she is looking at the continued need to quarantine borrowed items. She also highlighted the Hoopla launch this week.

OLD BUSINESS - none

NEW BUSINESS

414 – Johanna Whitton & Kim Lewis. Need a chair for this committee by end of 1Q.

Board Applications – Kim Lewis – will continue to accept applications and do interviews.

CCL BOT Emails, Google Account, Google Drive – Johanna Whitton & Carol Bancroft – Goal is to have one common location for documentation, and all members to have a CCL gmail address.

Next Meeting – Monday, March 8, 2021 at 6:30pm (Format TBD)

ADJOURNMENT – at 7:44pm motion by Eliot to adjourn. Second by Chris. Approved unanimously.

DRAFT