



**CLINTON COMMUNITY LIBRARY**  
**MONTHLY BOARD OF TRUSTEES MEETING MINUTES**  
**\*\*\*\*APPROVED\*\*\*\***  
**Monday, August 9, 2021 from 6:30pm – 7:30pm**

**WELCOME/CALL TO ORDER** – By Johanna Whitton at 6:30pm.

**ROLL CALL** – By Johanna Whitton. Trustees present: Kim Lewis, Eliot Werner, Christina Johnson, Charlie Dykas, and Justin Carroll. Library Director Carol Bancroft and Town Board Liaison Michael Whitton present. Sue Ellen Fairbanks and Mary Pat Sternberg are excused absences from meeting.

**MINUTES – Johanna Whitton**

Motion to approve minutes from June 14, 2021 meeting made by Justin, seconded by Eliot and passes unanimously.

**PUBLIC COMMENT**

Clinton Town Board Liaison - Councilmember Michael Whitton confirmed that the outstanding paperwork due to DASNY regarding the ramp has been submitted. The paperwork is in the audit process, and could take up to six months for final approval. Once approved, next steps will be for the Town engineer Pete Setaro to design the ramp, then the Library would bid out the job.

**DIRECTOR'S REPORT** - Carol Bancroft. See attached report for details. Per Carol, Dutchess County is currently considered an area of “substantial transmission” for COVID. Since the Library is following the Town’s policy on mask wearing, it is not mandatory, but we are recommending that people wear a mask. For the most part, patrons are abiding. Carol applied for \$50,000 from the “Learn, Play, Create” grant available through the county. We received \$6,000 from the Northeast Dutchess fund for our Optimistic Aging programs. Crystal Middleton started as our new Programming Coordinator. The Summer Reading program has been a huge success, even better than our participation rates in 2019 (pre-pandemic).

**COMMITTEE REPORTS**

**Governance – Kim Lewis**

Discussion and Vote on Airborne Infectious Disease Policy. The purpose of this policy is to protect employees against exposure and disease during an airborne infectious disease outbreak. The policy language is recommended by the NYS Dept of Labor per the NY HERO Act. Kim made the motion to adopt the policy, Justin seconded. Motion passes unanimously.

**Fundraising – Johanna/Kim/Carol**

The fundraising committee will meet on Aug 26 at 1pm to discuss the upcoming car show in October, the Election Day Raffle, and the Annual Appeal. Charlie made a suggestion to bolster next year’s book and plant sale with food trucks, bounce house, etc on the Saturday of the book sale. Chris noted that these family friendly activities would respond to the

findings in our Turning Outward program, as many residents mentioned the desire to revive Community Day.

### **Long Range Planning – Johanna Whitton**

Carol, Mary Pat, Johanna and Michael Whitton met with Town Supervisor Ray Oberly to discuss the project to connect the main floor of the library to the basement and add an accessible bathroom to the main floor. Ray is in favor of such a project and reiterated that he tried to see a similar project through during the time when the Masonic Hall was being moved onto the Town Campus. Johanna will follow up with Ray on next steps and Eliot will follow up with Mike McCormack regarding obtaining As-Builts of the Library. We believe Mike McCormack has the drawings we need.

### **Finance – Justin Carroll**

See attached financial report. Justin made the motion to approve the June and July 2021 Financials, Charlie seconded the motion. Passes unanimously.

### **OLD BUSINESS**

Ramp funding - this topic was covered by Councilmember Whitton - see above.

### **NEW BUSINESS**

#### **1. Board succession planning**

Johanna discussed the fact that Mike, her husband, is running for Town Supervisor and that if he should win, that her being the Library Board President is a conflict of interest. She stated that if Mike won, she would look to step into another role on the Board, but not President. Also discussed that if Eliot and Charlie both win their races to become Town Councilmembers, they will have to resign from the Library Board. We will make a huge effort in the fall to recruit new trustees. We currently have one vacancy already, and if other members of the Board decide not to renew their terms, we will not be positioned to conduct the business of the Board successfully.

#### **2. Discussion regarding the Lease:**

The Town Board presented the Library with a new lease of 25 years with an option for an additional 25 years. The new proposed lease states that the Library would pay \$150 per month in rent. However, during the actual Town Board meeting the Councilmembers discussed a fee to offset some of the utilities, not for rent. Library Trustees ultimately had questions about what utilities are included, and what about utilities in the future that perhaps do not exist currently. The Library Board is seeking clarity and is asking for the errors in the lease to be corrected. Once the errors are corrected Johanna will share the proposed lease with outside counsel.

### **NEXT MEETING**

Next Meeting: Monday, September 13, 2021 at 6:30pm, currently scheduled in-person at the Library.

**ADJOURNMENT**

Johanna moved to adjourn the meeting at 8:02pm, seconded by Justin, passed unanimously.