

**GREENWICH FREE LIBRARY**  
**BOARD OF TRUSTEES**  
**SEPTEMBER MEETING MINUTES**

Community Room

Wednesday 09/19/2022

**Attendees:** Patrice Abate, Ellen LeCompte, Sandy McReynolds (Historian), Sarah Murphy (Director), Aaron Northrup (prospective board member), Teri Pendergrass, Mary Ann Spiezio, Paul Thurston,

1. Call to order 7:09 pm
2. Board action items
  - a. Approval of proposed August Minutes  
***Teri makes motion to approve the minutes. Mary Ann seconds. Board approves.***
3. Board committee reports
  - a. *Facilities Committee* (Teri, Paul)  
*Facilities committee continues to look for a sign company to design and build a sign for the front of the Library. Committee would like to work with someone local but has been unable to identify anyone. Aaron Northrup has a connection to a Saratoga-based sign company and will get in touch with them about our needs.*
  - b. Friend's Report (Ellen L.)  
Friends report earning \$107 at recent sale. Ellen L. continues her effort to get young people involved and assist the Friend's with the monthly sales. Friend's will be responsible for the Annual Tree Festival for 2022.
4. Gill Room Report (provided by Sandy McReynolds)

Gill Room Report

19 September 2022

FB:

596 Likes (+4)

638 Follows (+3)

New Requests:

- Mealy Pharmacy location (Bob Jeffords)
- Sallans / Crandal research
- Thunder Mt. info (for Ellen)
- Photo/info request for Westwood Park walking bridge

Other:

- Showed a new area resident our Black History collection
- Met with patron visiting from MA searching for local genealogy
- Was asked to sit in the WC Antique Farm museum barn at the WC Fair
- FB added notes/corrections of local history posts

Hours: July 18 – September 13, 2022

**Name Gill Room Hours Outside Hours**

<b>Claudia</b>	<b>5.75</b>	
<b>Wallace</b>	<b>11</b>	<b>10</b>
<b>Roger</b>	<b>5.25</b>	<b>4</b>
<b>Nancy</b>	<b>1</b>	
<b>TOTAL HOURS:</b>	<b>23</b>	
<b>PATRON USE:</b>	<b>11.5</b>	

5. Strategic Plan Update-Writing of the plan has started and a general outline for the plan has been agreed upon. The plan will be brief and will focus on 5-6 items/key areas. There is a meeting on Thursday.

6. Treasurer's Report

a. Approval of Monthly Transactions (separate document)

***Paul makes motion to approve the monthly transactions. Teri seconds. Board approves.***

7. Library Director's Report (provided by Sarah Murphy, Director)

**Greenwich Free Library - Director's Report to the Board– September 19, 2022**

**August Statistics:** Check outs – 3,112 ; Borrowers – 447; Holds Satisfied – 630; New Cards Issued – 12; Computer sessions – 205; WiFi uses – 546; Cossayuna WiFi – 85 ; Overdrive checkouts – 297 ; Kanopy – 61 Plays; Visitors to the library (door count) – 2640; Community service sessions – 21; Community service attendees – 151; Library programs/events (general) – 3; Library program/events attendees – 86; Early Childhood programs/services – 9; Early Childhood attendees – 105; Volunteer hours - 133.5; Farm 2 Library participants – 387; pounds of food waste diverted for compost – 315

**KEY PRIORITIES:**

**Literacy Education Goal:** *Enhance and expand programs that provide community members with more broadly defined literacy-based learning opportunities*

- Regular fall programming has started, and by October Emily and Emilly will be running programs every day M-F.
- Looking ahead, I'd like to work with Emilly S on providing events targeted to caregivers of young children (including parents, but the targeted audience will be formal and informal caregivers - friends, neighbors, grandparents and other family members who look after kids while parents are at work.
- I want to work with Emily G on drop-in activities for teens, for example, zine, sticker, and button making, a kind of a lo-fi maker space.

**Lifelong Learning Goal:** *Create innovative learning opportunities for community members of all ages*

Programming updates:

- Summer Reading: participants read a total of 196,395 pages.

- Adult and general audience programs coming up: Voter Registration Day on 9/20, and Folk Music Night on 9/23
- What Can't We Read Now? Banned Books event on 9/19

**Preservation and Access to Local Historical Documents Goal:** *Enhance access to an expanded collection of paper, photo, and digital sources and documents related to the history of the greater Greenwich community.*

- See Gill Room report

**Community Engagement Goal:** *Improve service of, integration into and recognition by the community*

- Endless Summer Lawn Party on 8/31 was a hit with at least 100 attendees. This is a tradition we can hopefully build upon for years to come as a way to celebrate summer reading and give the public a reason to come out. People were extremely enthusiastic about the food trucks, and we may want to consider ways to host food trucks more often.
- "From the Stacks" has now appeared in the last three issues of the *Journal Press*. If any board members or patrons have ideas for columns, or would like to write one, please let me know!
- Fines and fees amnesty. I attended a session at the ARSL conference titled "Beyond Late Fees: Eliminating Access Barriers for all Community Members," and I am more than ever determined to achieve this for our library. SALS has completed its system-wide overdue fines clean up, but our patrons still owe a total of \$12,720.47 in replacement costs and overdue fees to libraries who have not eliminated those. I will be working over the next few weeks to drill down on that number (how much \$ is owed to GFL and how much to other libraries? How far back do these charges go? What is a typical number for a year?) and on working with staff here to determine the real costs of printing, faxing, etc. and how we can move to a suggested donation model.
- Emily S did outreach for the library at Battenkill Community Service's recent fall market.

**Facility Enhancement Goal:** *Provide a comfortable and welcoming physical environment that supports our programs and services.*

- We have submitted an application for a NYS Aid for Library Construction grant to renovate the Community Room. SALS will approve our application, and it will be submitted to the state in early October.

8. Period for Public Expression

No public comments

9. Old Business-N/A

10. New Business-

Work to begin on 2023 budget.

Decision to be made regarding timing of annual appeal for 2023. Should appeal be made at the end of 2022 or during 2023 when the money will be spent? Also, budget should reflect the strategic-plan initiatives.

11. Dates of Future Board Meeting Calendar-Next meeting scheduled for **WEDNESDAY October 19, 2022** at 7:00 pm in the Community Room

12. Adjourn 7:53 p.m.

Minutes signed by Patrice M. Abate