

GREENWICH FREE LIBRARY

BOARD OF TRUSTEES

JULY 2023 MEETING MINUTES

Regular Monthly Meeting

Wednesday, July 19, 2023

7:00 pm

Community Room

Attendees: Patrice Abate, Ellen Fronhofer, Sandy McReynolds (Gill Room), Sarah Murphy (Director), Aaron Northrup, Teri Pendergrass, Sue Roods (Friends), Paul Thurston, Marge Maxwell, Sydney Nichols, members of the public

1. Call to order 7:00 pm
2. Board Action Items
 - a. Approval of proposed June 2023 Minutes (separate document)
Small change from “March” to “May” in second bullet point. Paul made a motion to approve the June meeting minutes with this change. Ellen seconds. Board approved.
3. Board Committee Reports
 - a. Facilities Committee (Aaron, Dave, Paul, Teri) –
Dave/Teri have installed the exterior lights for the sign. New numbers and punctuation for the sign have arrived. Discussion on submitting a proposal for the next round of grant funding to improve the property behind the library. This would be a very tight deadline as grant applications would be due to SALS by early September. Andy Rymph, landscape architect, visited the property on 7/1 to get a look at the lot and has offered to come up with some suggestions for use of the property. Those should be available for review at the August meeting. Discussion on exploring geothermal. We will need to check if the exploration of the feasibility of geothermal would be eligible for funding. If we decide to look seriously at geothermal we would likely not submit a grant proposal this year and instead hold off for something more comprehensive in 2024.
 - b. Finance & Fundraising Committee (Mary Ann, Patrice, Paul) – Discussed during Sarah’s report.
 - c. Material Review Committee (Cliff, Patrice, Paul) – Nothing to report.
 - d. Policy & Audit Committee (Mary Ann, Patrice, Paul) – Nothing to report.
 - e. Board Recruitment (Cliff, Patrice) – Waiting for an update from Cliff on having Christian join the board..
 - f. Personnel & HR Committee (Mary Ann, Paul) – Nothing to report.
4. Gill Room Report (presented by Sandy McReynolds, Historian)

FB:

602 Likes (+1)

655 Follows (+2)

Requests:

- Photos of The Screamer ride at Great Escape (we don't have any)

Other:

- GCS – box from archives rediscovered. Recommended they display some of the items at the school.

Hours: June 26 – July 19, 2023

Name	Gill Room Hours	Outside Hours
Claudia		
Wallace		
Roger		
Nancy		
TOTAL HOURS:		
PATRON USE:		

5. Friends of the Greenwich Free Library Update (presented by Sue Roods, Treasurer) – Sue Roods provided a bi-annual update on the Friends group. Sue said over \$1044 has been raised in 2023. The Friends generously funded the scholarship for a graduating senior and have also funded several initiatives for the library. The group continues to be active and robust and holds two sales each month.
6. Treasurer's Report – Review of the transaction for the month of May and the P/L statement. **Paul made a motion to accept the Treasurer's Transaction Report. Aaron seconds. Board approves.**
7. Library Director's Report – **Greenwich Free Library - Director's Report to the Board– July 19, 2023**

June Statistics: Check outs – 3,023; Borrowers – 498; Holds Satisfied – 602; New Cards Issued – 34; Computer sessions – 182 ; WiFi uses – 494; Cossayuna WiFi – 83; Libby checkouts – 344; Kanopy Plays – 67; Visitors to the library (door count) – 2,722; Community service sessions – 40; Community service attendees – 284; Library programs/events (general) – 31; Library program/events attendees – 606; Early Childhood programs/services – 14; Early Childhood attendees – 318; Volunteer hours - 149; Farm 2 Library participants – 158; pounds of food waste diverted for compost – 522.4

Statistical highlights & wonderings: Our circ numbers are up, but our foot traffic is down. This is likely because we took a programming break at the end of June, and our most attended event (Music at the Library) was outdoors.

STRATEGIC PLANNING GOALS:

Public Promotion

A1 Comprehensive communications strategy:

- Sydney has been working with Jack Scott from SALS on the website. The layout and theme have been designed, and Jack is working on building it out now. We don't have an estimated date for completion, but Sydney will let us know.

A2 Expand patron base; A3 Outreach services:

- We've received a request from the town's summer camp program to accommodate a visit from their campers on the afternoon of Wednesday Aug 2nd. We are working out the details of how to provide some activities for a large group of kids entering grades 1-7.

Programming

B1 Programs that fulfill patron needs

- [July programs and events](#) are extensive! Highlights include a new session of Building Blocks Kindergarten Readiness and Friday morning story time field trips with Emilly Sargent; a Pokemon Go Popup and the return of Wildlife Education with Bernie (organized by Emily Gates).
- Summer Reading update: 138 people of all ages have signed up, and participants have read 47,631 pages so far.

B2 Give local artists, writers, creators, and experts a platform:

- As of now, the lineups for our Music at the Library series, funded by LARAC, will consist of: Rusticator on Monday July 31; the Roadside Blues Band on Wednesday Aug 30; David Wong on Tuesday Sept 26, and Kevin Warren on Monday October 30.
- Two local author events are coming up:
 - Rachel Vogel, author of a picture book *Raccoons Go Rafting* will visit on Tuesday Aug 1 at 11:00 AM
 - Stephen Haggerty discusses his book, *Norman Rockwell's Models, In and Out of the Studio* on Sunday Aug 10 at 2:00 PM

B3 Creative and unique programs that introduce participants to new ideas or experiences:

- Our July author event featuring Caroline Huntoon had 20 people in attendance, including many families. In the library world we talk a lot about “windows and mirrors,” and this was a great example of such an event: for many in the audience, the book provided a window through which

to see something new, and to some it provided an affirming reflection of their own experiences. Response was positive, and one parent in particular thanked us for hosting an author that affirmed her child's identity. Battenkill Books joined us to sell books, and many in the audience bought copies for Caroline to sign.

- Last Saturday's "Mad Hatter Tea Party" was also well attended by patrons of all ages. Approximately 21 individuals came by for tea, snacks, and croquet. The idea came out of the Alice in Wonderland-themed illustrations created by member of the Friends group, Robert Nottke. He made them in 1965 and donated them to us last year. The illustrations are on display, and we highlighted them at the party and in the press. A few people came specifically because they read about their former art teacher's work being on display at the library. Robert was also in attendance.
- As noted last month, the Alliance for Positive Health and the Hope and Healing Recovery Community Center will host **Access Narcan and Resources; Break Stigma; Connect** to your community on August 10th. I have encouraged staff to attend, and I hope interested Board members will attend as well.

Partnerships

C1 & C2 Local not-for-profits; Local businesses and entrepreneurs:

- Many local businesses have donated to our summer reading prize baskets. We are highlighting one or two per week on social media. Check out the display case for more info.
- I'll be attending the LARAC grant recipients reception on Thursday August 3rd in Glens Falls. All staff and board are invited to attend; please let me know if anyone would like to come.
- Emily Gates has maintained a monthly partnership with Merry Rudinger from Adirondack Health Institute's Reality Check program for teens. Reality Check sponsors an activity, and Emily and Merry collaborate on its execution.

Place

D3 Enhance outdoor spaces

- Our back yard was effectively used for the tea party on July 15
- If we move forward with proposals/applications for the backyard space, we need to locate the water and septic lines to the site of the former house. The village DPW said they would look into it, and I have some information from Lisa Hayes.

D2 Building and System Maintenance

- See Facilities report

OTHER

Fundraising

- **Annual Appeal:** We have raised \$14,676 towards our goal of \$17,500.
- The Endless Summer Party will return on Wednesday Aug 30th, outside at the library. Would the fundraising committee and/or other interested board members consider working on building some potential fundraising activities into the event?

8. Period for Public Expression – Several members of the public attended the meeting and spoke in support of the Library and its programming. Several people had attended the recent event with Caroline Huntoon and spoke

highly of the author event. People also expressed their gratitude for the variety of programming provided by the Library to the community.

9. Old Business - none

10. New Business – none

11. Dates of Future Board Meeting Calendar – Next meeting scheduled for Wednesday, September 20, 2023.

12. Adjournment 7:50 p.m.