

The Richards Library
Board of Trustees Meeting Minutes
Tuesday, April 9, 2024

Present: John Schroeter, Sarah Gebbie-Measeck, Susan Matzner, Esther McTague, Becky Lawler, Danielle Robichaud, Mary Beadnell, and Shelby Burkhardt, Library Director

Excused: Gina Colburn

Meeting called to order at 10:05am

Consent agenda approved. Motion made by John, seconded by Danielle and approved by board.

Period Of Public Expression:

Discussed the article on the proposed tax levy increase request published in The Sun Community News on April 3. The article started with the amount of the requested increase and then detailed how the request was to cover costs. Board members agreed that the article was fair.

Sarah talked about what was new in the new 2023 Trustee Handbook. There are more toolkits, more information about inclusion and diversity.

Correspondence:

- The SALS Annual Trustee Meeting will be held on May 20 at Fort William Henry Hotel and Conference Center in Lake George. Sarah, John, and Shelby will be representatives for The Richards Library at the dinner.

Director's report:

- Received grant for the Seed Library
- Received a donation of fabric, knitting needles and crochet hooks from the Presbyterian craft group. Thank you note sent.
- Received an extension for the 2023 SALS Construction Grant final report.
- Community Room has been used by Girl Scouts and private meetings
- March Programs were discussed
- Upcoming programs for April were discussed
- Statistics for the month were presented

Committee Reports:

- Personnel Committee: n/a
- Ad Hoc: n/a
- Budget and Finance: n/a
- Building and Grounds: n/a
- Outreach: nothing new at Countryside.
- Policy: n/a

Old Business

- 2024 NYS Annual Report was approved by DLD. The next step is to go to IMLS in July for Public Library Survey data collection.

New Business

- 2023 End of Year Financial Statement and 990 tax return form were approved by the board following a motion by Susan and seconded by John. Approved by board.
- Joint Automation – Schenectady County Public Library, and its eight branches, are withdrawing from Joint Automation (JA), effective end of August 2024. This will impact the ability to request books or other items from Schenectady County libraries. Transition details will be shared as available.

Other Business:

- Town Board Meetings
 - Sarah attended the March 11 WCSD BOE meeting. She presented to the BOE the proposition to place on the ballot at the WCSD vote in May. The proposition is to increase the tax levy funds collected by the school district, via property taxes, that are then given to the library and used as operating funds. (Copy of proposition can be found in a letter addressed to WCSD BOE and Superintendent in the February 2024 Board Meeting Packet.)
 - Mary will attend the April Thurman Town Meeting on the 18th.
 - Need a volunteer to attend the Warrensburg Town Meeting on May 8.

Public Expression: none

Next Board Meeting set for May 7, 2024 at 10:00am

Sexual Harassment Prevention Training will be held on Tuesday, April 16, 2024 at 9:00am

A motion to adjourn was made to by John, seconded by Mary, and approved by the board. Adjourned at 10:55am.

Approved by The Richards Library Board of Trustees on May 7, 2024.