

Heermance Memorial Library  
Board of Trustees Meeting Minutes

September 21, 2023

In Attendance: Catherine Benson, Carol Serazio, Laura Shauger, Mark Maraglio, Charles Hailer, Bridget McGuigan, and Joe Garland. Guests: Liana Felt, and Representatives of Friends of the Library: Laura Best-Macia and Donna Wasilewski.

1. Call to Order, roll call, welcome guests: 6:30 PM
2. Adoption of Agenda and annual budget as presented to the Town of Coxsackie: Motion made by Carol, seconded by Joe, carried.
3. Approval of prior meeting minutes: Motion made by Mark, seconded by Laura, carried.
4. Period for public expression: Representatives from the Friends of the Library presented a letter to Catherine and the Board regarding hours of operation at the library.
5. Correspondence: Said letter from Friends as mentioned above.
6. Treasurer Report: Mark reported on current account balances. Expenses included the repair of the upstairs bathroom and ceiling, as well as previously discussed payment of \$15, 246 to the Town of Coxsackie. Motion made to accept report made by Carol, seconded by Charles, carried.
7. Director's Report: Catherine proposed signing up for the platinum membership offered by Kool-Temp. The benefits of the platinum membership was agreed upon unanimously by the board. Motion to sign up for the membership was made by Carol, seconded by Joe, carried. Catherine presented August's statistics of library visits, checkouts, and internet usage. Checkouts and visits are rising steadily.
8. Committee Reports:
  - a. Board elections are on track, with the necessary volunteers and newspaper announcements secured.
  - b. Building and Grounds reported on the repair to the ceiling and bathroom and mentioned that the cistern will need attention.
  - c. The Policy Committee will need to meet to discuss updates to five different policies.
9. Old Business: No further updates on the NY Forward Grant, though we are still in the running after the elimination of several other proposals. The repair to the peaked roof will require three quotes; one has already been acquired. The logo as designed by Susan Baldaserini is still in process.
10. New Business: Results of the board effectiveness survey were presented by Charles. Consensus is that the board is fulfilling its duty in terms of governance, meeting of community needs, and maximum benefit to Coxsackie. Some improvement could be made in terms of library visibility. The capacity of the board to meet community needs is improved from 2022.
11. Period of Public Expression: Margaret Benson praised the work of the board and its importance of the library to the community.

12. Future meetings: October 19, November 16, December 21
13. Motion to adjourn made by Carol, seconded by Laura, carried.