

# **North Greenbush Public Library Trustee Meeting Minutes**

## **Trustees Present:**

Ken Bogdan  
Jim Greenfield  
Jean Holmes  
Ali Mariano

Melissa Miller  
Katie Myer  
Mary Frances Sabo

## **Trustees Absent:**

Joan Behan  
Carole Constantine

Peggy Derevlany  
Midge Rogers

## **Also in Attendance:**

Mary Klimack, Library Director

**Call to Order:** Meeting called to order at 7:03 PM on February 23, 2023 by Ken Bogdan

**Approval of Minutes:** Upon motion by Jim Greenfield, seconded by Katie Myer, the minutes of the January meeting were approved unanimously.

## **Old Business**

### **Building Committee**

Peggy Derevlany composed the "Letter of Interest" for the Whiteview Avenue property and circulated it among the trustees for comment. The final draft was signed by Ken Bogdan and mailed on February 18, 2023.

### **Friends of the Library Update**

Jean Holmes reported that the Friends will be joining the North Greenbush Kiwanis. They will work together to help each organization's fundraising efforts. Jean also mentioned that the NG Kiwanis are considering putting a Little Free Library in town. There was discussion about possible locations for the free library. If the free library was placed in town near our library, Mary Klimack said she would be happy to monitor it and add books as needed.

Jean will be creating postcard sized informational cards for the Friends that can be handed out at library events.

### **ALA Book Ban Campaign**

The Board revisited this discussion from the December 2022 meeting regarding the American Library Association Book Ban Campaign. Upon further research, Mary Klimack noted that while the Upper Hudson Library System (UHLS) has signed on in support of this campaign, not many of the smaller local libraries have. Ken Bogdan pointed out that NGPL has recently updated our Materials Selection and Review policy so it is aligned with the ALA's principles on book banning. It was decided that our library will encourage UHLS's support of the campaign but not sign on as an individual organization.

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### **Banking Updates**

Jim Greenfield advised the Board that he is working to update our bank accounts to remove former treasurer Sue Costello's signing authority. The process is more time consuming than anticipated but he has completed the update with two banks and will work with the other banks in the coming weeks.

### **New Business**

#### **Library Advocacy Day**

Mary Frances Sabo has set up a Zoom meeting with NYS Senator Jake Ashby on Thursday, March 2 at 3:00 PM. The link will be emailed to trustees and all are encouraged to attend virtually if possible. Jean Holmes noted that she had discovered some very informational advocacy training videos on the NYLA website. She and Mary Frances both advised that these videos have useful information and should be viewed prior to the Zoom meeting with Senator Ashby.

### **Director's Report**

Mary Klimack presented the director's report, including UHLS updates and circulation data. The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

### **Financial Reports**

Financial reports were distributed to all trustees in advance of the meeting. Due to a software anomaly which prevented incorporating 2022 data, the Profit & Loss statement is inaccurate, showing zero balances. Mary Klimack has an appointment to discuss our Quickbook software on February 28th. She will report back about this at the March meeting.

Mary Frances Sabo noted that there is a new local company on Route 4 called "Carey Managing Group" which provides office management services including payroll and bookkeeping. Mary said she would look into them and see if they could help with our Quickbooks issue.

Mary Klimack also said she would research online Quickbooks versus the desktop version that we currently have. She will report on the cost differential at the March meeting.

Upon motion by Jean Holmes, seconded by Ali Mariano, the financial reports, with the exception of the incomplete Profit & Loss statement, were approved unanimously.

**Adjournment:** Meeting adjourned at 7:52 PM upon motion by Mary Frances Sabo, seconded by Melissa Miller and approved unanimously.

Minutes prepared by Mary Klimack