

MINUTES OF THE SEPTEMBER 2021 MEETING
OF THE KIRKLAND TOWN LIBRARY BOARD OF TRUSTEES

The meeting of the Kirkland Town Library Board of Trustees was called to order at 6:31 p.m. on Thursday, Sept. 23, 2021.

PRESENT: Elizabeth Bentley, Marie Boucek, Natalie Brown, Anne Debraggio (director), Joe DeTraglia, Edwin Grant, Barb Grimes, Sara Groh, Stacey Himmelberger, Judy Kowalczyk, Matt Lacy, Ashley Simons, and Sara Ziesenitz. ABSENT: Bill Bower and Darby O'Brien.

SECRETARY'S REPORT: Win made a motion, and Natalie seconded, to accept the minutes of the Aug. 26, 2021, meeting. The motion passed unanimously.

TREASURER'S REPORT: The report is deferred to the October meeting.

DIRECTOR'S REPORT: Stands as submitted, with the following items of note:

- The library's Hero Plan, per New York State's HERO Act, has been activated, and employees have received the required training.
- Thanks to two additional sponsors, the front-yard tent will remain in use until Oct. 19. Hoping to find two more sponsors to keep the tent up through October.
- High school student Alicia Amuso has been hired to work one evening a week and Saturdays. Natalie made a motion to approve the hiring; Marie seconded. The motion passed unanimously.
- Board members are encouraged to sign up for one, two, or three sessions of a trustee training book club (webinar). See <https://midhudson.org/trusteebookclub/>.
- The first-floor windows have been cleaned inside and out.

PRESIDENT'S REPORT: Stands as submitted. Barb extended thanks to all the committees working hard toward goals; chairs should submit progress reports in October. In addition, a nice time was had by all who attended the library's Friends/Board get-together.

FRIENDS REPORT: Stands as submitted. Marie reported that income from the annual book sale was just shy of \$16,000. The plan is to return to a July book sale next year.

COMMITTEE REPORTS:

Facilities: Stands as submitted. The shed is already completed!

Human Resources: Stands as submitted. The finalized employee handbook will be shared with the board prior to discussion at the November meeting.

Nominating: Stands as submitted. One board member's term is expiring; three others may opt to remain on for another term. Barb asked board members to share names of individuals who may be interested in vacancies.

Policy: Stands as submitted, with three items of note:

- The Animals in the Library policy was presented for board review, with a vote expected in October.

- The Policy Committee reviewed the Whistleblower policy (revised and accepted in 2018) and recommended no changes. With a motion on behalf of committee, maintaining the current Whistleblower policy passes unanimously.
- A revised Law Enforcement policy is in the works.

OLD BUSINESS: none

NEW BUSINESS: The November meeting will take place on Tuesday, Nov 30.

At 6:50 p.m., Stacey made a motion to adjourn and Win seconded. The motion passed unanimously.

Respectfully submitted,
Stacey Himmelberger, secretary

2021 MEETING DATES: Oct. 28, Nov. 30