

PAWLING FREE LIBRARY
Board of Trustees
Minutes of Meeting
January 13, 2022

Attendees: Amy Emke, Stephanie McLaughlin, Patty Bellucci, Susan Stone, Karen Franco, Heather Fidler, Megan Burlington, Virginia West, Wanda Rusiecki, David Potter, and Brian Avery (Director)

Absent:

Call to order: Meeting was called to order via zoom at 6:49.

Minutes of Previous Meeting: Motion to approve by Amy & 2nd by Wanda. All in favor.

Director's Report: A copy of the report was provided to all trustees and was posted on the Library website. Items discussed were:

- Museum Passes. Due to the pandemic, we did not offer museum passes in 2021. However, we will offer passes this year.
- MHLS Trustee Invite. Brian will invite Mid-Hudson Library System staff to our March meeting. Meanwhile, MHLS has extended an invitation for any of our trustees to attend one of their meetings.
- Maureen Meltzer-McGrath is interested in becoming our new Young Adult Program Coordinator. She has 19 years of experience doing children's and teen programming for the Butterfield Library in Cold Spring. Motion to appoint Maureen Meltzer-McGrath as our new Young Adult Program Coordinator, by Amy, 2nd by Susan. All in favor.

Move to approve the director's report by Amy, 2nd by Wanda. All in favor.

New Business:

- a. Personnel Committee Update.
 - The Personnel Committee recommends that the Library join the EAP (Employee Assistance Plan) along with other Dutchess County libraries. Motion to approve the Library joining the EAP, by Amy, 2nd by Megan. All in favor.
 - The Personnel Committee recommends that we find a Human Resources consultant to be a resource for staff. The Board is in favor of this idea.
 - The Trustees want to find ways to show appreciation of our library staff.
- b. Centennial Committee Update.
 - The fundraising efforts continue to be successful.
- c. Buildings & Grounds Committee Update.
 - A plaque that is on the side of the library will be moved to the front where it will be more visible.

- We are working toward improving ventilation in the Annex.
 - We need to hire a project manager for construction of the Children's Wing.
 - The library will be receiving two Agency Partner Grants from Dutchess County this year. One will pay for new computers and computer furniture. The other will pay for children's programming and materials.
- d. Re-Opening Committee Update.
- The Re-Opening Committee will be meeting tomorrow, January 14.
- e. Book Sale Committee Update.
- Because the Holiday Book Sale was rained out, we did a pop-up holiday sale on carts inside the library. Various patrons expressed appreciation.
 - Annual Book Sale. We are considering the weekends of May 7-8 and 14-15 for the 2022 annual sale.

Motion to adjourn by Amy, 2nd by Wanda. Meeting adjourned at 8:04.

Respectfully submitted by: Karen Franco, Secretary

Next Meeting February 10, 2022 @ 6:45 p.m.

Director's Report

During the pandemic we have been taking advantage of some temporary alterations to open meetings law in order to conduct most of our board meetings online. Those provisions are currently set to expire on January 15th.

Last month we learned that the library will be receiving two Agency Partner Grants from Dutchess County this year. One will pay for new computers and computer furniture. The other will pay for children's programming and materials.

The annual appeal letter was sent to Pawling residents and past donors. A few people donated even before they received the letters, but most of the annual donations we received started to roll in after the letter hit mailboxes on December 27th.

Every year the board of the Mid-Hudson Library System requests an invitation to one of our board meetings. Additionally, they extend an invitation for any of our trustees to attend one of their meetings. Their meeting schedule is available at <https://midhudson.org/calendar/>

We hadn't budgeted for museum passes for 2021 or 2022, but patrons continue to ask from time to time about when we expect to resume this service. It would be helpful to have a brief discussion so that we can have a message to share with the patrons.

Programming

Donald Partelow, Adult Program Coordinator

Highlight of the Month: Discovering Your Patriot Ancestor

"I just can't tell you how I appreciate this opportunity. It's a gift," said one person during the program Discovering Your Patriot Ancestor. This virtual Pawling Library presentation took place on the evening of December 14 and was presented by genealogist Sarah Gutmann.

Among the many things participants learned at the program were how to verify information about their ancestry, as well as review the entrance requirements for the Daughters / Sons of the American Revolution.

Many brave men and women from Pawling have defended our country, having served in the Continental Army and contributed to the patriot cause in the Revolutionary War. Their names can be found on the monuments that stand on our village green dedicated in their honor.

Discovering Your Patriot Ancestor was one of a series of special presentations commemorating the Pawling Library's centennial anniversary.

Praise for our guest host: "The way you're walking us through this it is all so easy to comprehend. You are demystifying genealogy." We thank Sarah Gutmann for this gift she has given to our library. Sarah Gutmann will be offering her expertise for another free online genealogy program entitled Exploring Your Immigrant Ancestor on Wednesday, April 27, from 7-8 pm.

Maureen Meltzer-McGrath, Young Adult Program Coordinator

Maureen Meltzer-McGrath has agreed to become our new Young Adult Program Coordinator. She comes to us from the Butterfield Library in Cold Spring, where she has been doing children's and teen programming for the last nineteen years. Her first day will be January 18th.

Neena McBaer, Children's Program Coordinator

Programming breakdown by type: This December, we only held special events.

- All: 3 kit programs (85 attendees) ; 1 live programs (8 attendees) and 2 in person (101 attendees)
- Parent/Caregiver Early Literacy: None this month, though children in this age group did participate in our Visit with Santa and Mrs. Claus and Gingerbread Kit programs.
- Early Literacy: 1 kit (42 attendees), 0 live (0 attendees), and 2 in person (101 attendees)
- School Age Programming: 2 kits (43 attendees), 1 live (8 attendees), and 0 in person (0 attendee)

Program partnerships: I did an outreach storytime at Wish Upon a Star Daycare on 12/13. Five children and one staff member participated. We also partnered with Sunflour Bakery again to distribute Gingerbread House Kits to families with youth ages 1.5-18 years.

The Storywalk came down for the season on December 17th. We still have several stories to present and use with the materials we have in 2022, so I hope to again present a StoryWalk in April/May.

This December, I was finally able to complete a massive weeding project I started in the J/E non-fiction sections this spring focused on finding and replacing materials containing outdated information. Much thanks to Tom, Lisa, Kaitlyn, and the rest of the circ. team for helping with this project.

1. Our annual visit with Santa and Mrs. Claus received tons of positive feedback from families this year. As is typical, this was one of our most well attended events of the year, with 46 children and 49 adults participating. However, this year, we gave each child a free book to keep instead of the Christmas trinkets we've handed out in the past. This is a change I'd like to continue with in the future and wouldn't be possible without the book sorting team, as all of the books came from their careful donation sorting and distribution. Carla generously wrapped nearly 75 books to help make the gift feel special for each child; after the event, we donated the extra 24 wrapped books to the Resource Center for Christmas distribution to local families. Here's a few messages from families who participated in our Santa event:

"We loved this event! Even though my son was shy when he met Santa and Mrs. Claus, we know it made him so happy. I will admit that I was super skeptical about seeing them through the window but with a little one who has never had the opportunity to see Santa up close because of the pandemic, we thought this was really special. Thank you for making it happen. Santa was seriously first-rate." -Parent of a 1 year old

“We had a wonderful time visiting with Santa and Mrs. Claus on Saturday! Our visit with them is one of our favorite family holiday traditions. They are both so magical and kind! The library did a great job keeping the event fun and safe. We have nothing but positive things to say.” - Parent of a 5 year old

“...we appreciate seeing them every year. It’s truly one of the biggest highlights of the year. The book gifts were amazing!!!!” -Parent of four, ages 3-11.



Tom Clemmons, Circulation Manager / Homebound Delivery Services Coordinator

There are currently 9 active Homebound Services patrons. In December, I selected materials (books, magazines, or audio books) according to reading preferences and made 9 Homebound Service delivery/pickups – 2 trips to Deerfield Ponds, 1 trip to The Hamlet, 1 trip to the King’s Apartments, 4 trips to the Village, and 1 trip to The Grand.

Personnel

Angie Webb’s last day as a library clerk was December 28th. We are accepting applications for a new clerk through January 17th.

Buildings & Grounds

Meunier & Sons made two visits to the library in December. On the first visit they worked on the annex ventilation. On the second they performed a variety of small tasks, including replacing the bulletin boards. They will return to replace the two window treatments in need of repair.

Programming and Circ Stats



