

## **Canajoharie Library and Art Gallery**

### **Meeting of the Trustees**

**December 14, 2022**

**Attending:** Phyllis Lapi, Mark Davidson, Alan Brust, Sheryl Neal, Charles Tallent, Dusty Putnam, Nathan Fenno, Wally Hart and Chris Duncan joined by phone/zoom. Sue Friedlander, Maria Cancro and Erin Saile

Absent, Roberta Rocas, Debby Limoncelli

**The meeting was called to order at 6:03pm by Phyllis Lapi.**

**The minutes** of the November meeting were approved on a motion by Chuck Tallent and Dusty Putnam, with all in favor.

The financial reports were reviewed and presented with several questions about income and expenses and answers provided by Maria and Sue. The fourth quarter contribution from Arkell Hall Foundation was received in December and both the Annual appeal and membership appeals have recently exceeded budgeted expectations.

**Directors' reports:** Sue informed the board that we received four NYSCA FY2023 grants. 1) Three-year grant award, \$49,500 each year 2023-2025. 2) \$30,000 (three \$10k grants) for marketing (new placement costs and new design/production costs), and health and safety support; the \$30k are "Regrowth" grants intended to help build back audiences after the pandemic and attract patrons back to the facility. The funds in the Regrowth grants must be spent in 2023. In 2024 and 2025, \$49,500 will be available each year from NYSCA.

Sue discussed the upcoming exhibits when the galleries re-open in March and will provide a full schedule at the January meeting.

Maria reviewed the grant funding being used to purchase and upgrade the public and staff computers in the Library.

We have had a notable increase in use of the classroom for tutoring. Maria will review the usage of the space and assess the need for an updated classroom use policy to be approved by the board; opportunities remain but are minimal for rental income for the space.

### **Committee Reports –**

**Collections** – The committee recommends we accept the donation from artist, Walter Hatke, of his painting "Vischer Power" to the permanent collection. On a motion by Sheryl Neal and Alan Brust, the painting was accepted unanimously.

**Finance/Executive** – Nathan reported that we will not have a budget in place prior to the year end. A budget will be presented for approval in January. Any salary increases required by the

state's mandated minimum wage increase will go into effect automatically on January 1, 2023 and will be included in the budget when presented.

**Board Development** – Mark introduced Erin Saile as a candidate for a Trustee position. Erin is a manager at Lenz and Betz funeral home in Canajoharie.

**New Business** – Front desk clerk is leaving; Maria and Sue recommended adopting winter hours to ensure adequate staffing and maintain our required 35 open hours per week. The recommendation is to close Sunday and remain open one hour later on Tuesday evenings (closing at 6pm). Winter hours would be utilized in January and February; normal hours would resume in March when the Museum galleries reopen and we ideally have a full front desk staff compliment. Phyllis Lapi made the motion, seconded by Nathan Fenno and all approved.

**Old Business** – Buildings and Ground Report –Alan met with Michael and they are maintaining a list of items to continue to be proactive on property maintenance.

Wally to draft an amendment to the bylaws concerning term limits and circulate to the board for approval at the annual meeting.

Chris Duncan, noted that Phyllis was chairing her last meeting and her term as a trustee also ends. Phyllis was thanked her for her years of contributions and dedication.

The next meeting is January 11, 2023 at 6:00pm. It will be the annual meeting, with a regular meeting to follow.

A motion to adjourn was made by Dusty Putnam at 7:05 pm

Respectfully submitted,

Wally Hart, Secretary