



CANAJOHARIE LIBRARY

Legal name: Canajoharie Library & Art Gallery

Arkell Museum & Canajoharie Library
Meeting of the Trustees
February 14 2024

Attending: Debby Limoncelli, Nathan Fenno, Charles Tallent, Mark Davidson, Sheryl Neal, Erin Salie, Suzan Friedlander, and Maria Cancro

Chuck called the meeting to order at 6:07pm.

The minutes of the January meeting were presented, Maria and Sue pointed out an adjustment to attendees was needed. Maria will make the correction.

The financials were presented and reviewed- the board discussed the possibility of exploring new Insurance companies to decrease insurance expenses. The subject of modifying the description of the Arkell Hall Foundation's annual support was accepted on a motion by Sheryl and Mark with all in favor. Chuck noted that the income report did not accurately reflect the funds that had been received FY2023 but designated FY2024, Sue will make the correction. The income line PPP funds carry over will be replaced by Arkell Hall Foundation to clarify income for 2024. Sheryl noted a deficit in the Museum Collections Care due to Williamstown Art Conservation Center. Sue explained the Conservation Center requires a deposit on hand prior to any work being done and there are a number of paintings we can ask to be conserved this year. The board agreed it would be better to show a deposit was made rather than a negative balance in the category.

The financial reports were accepted on a motion by Nathan and seconded by Sheryl with all in favor.

Directors Report:

Maria reported 2023 statistics showed increased foot traffic and program participation up 30% exceeding 2019 programs participation. A rack card and community report will be circulated and posted on the website. The Department of Labor completed their annual visit, there was an issue with one emergency exit back up bulb which has already been fixed and the state will be back to review. The board discussed recent and upcoming programs including Children's winter tree painting, the Antique Show, Guest Star Gallery Tour (to discuss and showcase new Winslow Homer wood engravings). The Board noted social media presence for the organization has been wonderful, Facebook reaches are up 56% partially due to NYSCA grant funds.

Board Development Update: Mark presented two applications for trustees who were interviewed in person by the Sue and Trustees Mark, Sheryl, Chris. The board discussed potential trustee Samantha's qualifications. The decision to offer Samantha a position was accepted on a motion by Sheryl and Debby and passed unanimously. The application completed by Eric was reviewed



and discussed by to the board. The decision to offer Eric a position with the contingency that his employer was verified was accepted on a motion by Nathan and Sheryl and passed unanimously.

The board noted that candidates not available for board membership may be tapped for volunteer and event work.

New Business:

A motion to discuss the revised Personnel Policy was made by Nathan and Mark and passed unanimously. Maria noted minor revisions and adjustments were made to the organization charter to reflect current hierarchy. The changes were accepted on a motion by Nathan and seconded by Mark and passed with all in favor.

A motion to accept the Annual Library Report was made by Nathan and seconded by Sheryl and passed with all in favor.

The board discussed the schedule for board meetings. The schedule will remain the same with meetings taking place on the 2nd Wednesday of the month as usual. Mark suggested we consider creating committee calendars with proposed dates to set the expectation that committees meet regularly. The schedule should depend on the responsibilities of the committee to streamline committee structure.

Debby asked if the board sends thank you notes to previous board members for their years of service. Sue noted she writes meaningful emails to past board members. Debby says she would like to bring cards in to the next meeting for all to sign.

Motion to accept the proposed 2024 budget was made by Nathan and Mark, the motion carried with all in favor. Sue will resend a final copy to all for a secondary review with a personnel budget breakdown marked as confidential.

Sheryl, Nathan, and Chuck will meet to discuss the insurance RFP and potential for insurance costs to be lessened. The board suggested some insurance companies. Sue noted that the insurance for the art was separate and should not be included in the RFP. The board requested a summary of the insurance types we do need with renewal dates which Sue agreed to compile.

A motion for adjournment was accepted on a motion by Sheryl and Debby with all in favor. The meeting adjourned at 7:20pm

Respectfully Submitted,

Erin Salie, Secretary