

# CLINTON COMMUNITY LIBRARY

## BOARD OF TRUSTEES MONTHLY BUSINESS MEETING

### Draft Minutes

Monday, February 9, 2025 6:30 pm

#### **WELCOME/CALL TO ORDER – Chris Johnson**

#### **ROLL CALL – Joyce Morse**

Trustees in attendance: Chris Johnson, Lisa Ultan, Kathleen Manikowski, Paul Thomas, Emily Blumenthal.

Excused: Jeff Branzburg

Library Director: Carol Bancroft, Town Board liaison Marion Auspitz

Lis Giglio & Stephen Gnojewski

#### **APPROVAL OF PRIOR MEETING MINUTES – Chris Johnson**

1. Vote to approve minutes from regular business meeting on January 12, 2026  
Motion to approve: Joyce Morse; seconded by: Lisa Ultan; approved unanimously.

#### **GUEST PRESENTATION - Lis Giglio & Stephen Gnojewski, Community Foundations of the Hudson Valley**

Presentation on the scope of Community Foundation's offerings, support for non-profits organizations (including fundraising and budgeting and some pro-bono legal services, community grants programs). A 501C3 program, the Agency Fund assesses a 1.5% fee. 1) \$25,000 to open an account 2) Complete a fund agreement either permanently or quasi-endowed 3) Choose investment pool.

Benefits include long-term financial sustainability. Donors can donate directly to the Agency Fund.

Community Foundations would be available to speak to potential donors.

#### **TOWN BOARD LIAISON REPORT - Councilperson Marion Auspitz**

2026 State of the Town letter from supervisor Mike Whitton includes plan to discuss transfer of land for proposed library site.

#### **COMMITTEE REPORTS**

##### **Finance – Emily Blumenthal**

1. Vote to approve December 2025 financials  
Motion to approve: Emily Blumenthal; seconded by Kathleen Manikowski. Approved unanimously.
2. Vote to approve January 2026 financials  
Motion to approve: Emily Blumenthal; seconded by: Joyce Morse; approved unanimously.
3. Vote to approve corrected 2026 Operating Budget for processing supplies and postage (\$500).  
Motion to approve: Joyce Morse, seconded by: Emily Blumenthal; approved unanimously.

##### **Governance – Chris Johnson**

1. Vote to approve the Bylaws Policy Update:  
Motion to approve: Joyce Morse; seconded by: Lisa Ultan; approved unanimously.
2. Vote to approve Policy Update: Finance Policy  
Motion to approve: Emily Blumenthal; seconded by: Lisa Ultan ; approved unanimously.
3. New trustee application: Sapna Moudgil-Shah  
Move to accept: Lisa Ultan; seconded by: Emily Blumenthal; approved unanimously.

##### **Fundraising – Lisa Ultan**

1. Annual Appeal update

Discussion of November 7th 5K fundraising event. Sponsorship will be the main source of revenue. Sponsorship and Logistics committee chairs have been named.

**Friends Group - Lisa Ultan**

1. Slate of Friends Fundraising Events. Bake sale will be added to the plant sale on May 9th.

**Long Range Planning – Joyce Morse**

1. Updates on meeting with architects. Two architects were interviewed on ZOOM. Peter Sweeney from PSA studios offered to do a pro bono workshop for the Board. The committee recommends we take him up on this offer. After discussion, it was agreed to schedule this at a Board meeting in April. An FAQ sheet will be developed to respond to anticipated questions regarding the Supervisor's plan to discuss land transfer to the library, contingent upon the library raising funds to construct a new, separate building.

**Advocacy – Joyce Morse**

Discussed U.S passport acceptance facility advocacy action

**DIRECTOR'S REPORT - Carol Bancroft**

1. February Report: Annual appeal is over \$36,000  
Thanks to a county wide partnership with DCLA a \$12,000 Agency Partner Grant will increase residents' access to digital titles.
2. Library Statistics

**OLD BUSINESS**

1. Trustee Recruitment for vacancy
2. Conflict of Interest & Ethics Forms (Reminder)

**NEW BUSINESS**

1. Spring Retreat discussion

**PERIOD FOR PUBLIC EXPRESSION**

**NEXT REGULAR MEETING:** March 9, 2025

**ADJOURNMENT**

Motion to adjourn: Kathleen Manikowski; seconded by Lisa Ultan; approved unanimously.  
8:03 p.m.

Respectfully submitted,  
Joyce Morse