Schoharie Free Library Association
Board of Trustees
September 9, 2026 Meeting Minutes

Heather Kamin called the meeting to order at 7:03 p.m.

Attendance: President Heather Kamin, Vice-President Toni Schaeffer, Secretary Bridey Finegan,Treasurer Stephen Babbitt **Trustees:** Samantha Everts, Shailene Knoop, Michelle Sherer, David Browning, Jackie Hadam, Kate McKenney **Director:** Yvonne Keller-Baker **Program Director:** Jennie Mosher Absent: Amanda Maleszweski

I. Secretary's Report

A. Approval of August Minutes Minutes presented and accepted

II. Treasurer's Report & Finance Committee

A. Monthly Report & Transaction Detail August review of finances: According to Treasurer, Stephen Babbitt, we are in a comfortable spot. Josh Lockwood has begun work on the porch. We will have a contract and project manager through the Department of State for the DRI project: C. Leopold.
B. Treasurer's Review

Toni Shaeffer moved to transfer $2750, interest accrued from the flood insurance deductible account, into our operations budget. David Browning seconded. **Motion carried unanimously**.

Discussion: Deferred Maintenance Interest, $1194.23 on page 3 of Budget vs. Actual. What is the difference between this amount and flood insurance deductible interest? Steve Babbitt will look into this.

C. Insurance Updates: No changes to report to NFP our flood insurance carrier.

III. Program Director's Report

August was very busy. Things have tapered off. Three times as many teens participated in August programs as in August, 2025. Michelle Sherer and family have been great volunteers. First Responders special event was well attended and very much appreciated. Ash & Eric, folk duo, are coming on Oct. 15, 6:30 p.m.

IV. Policy Committee

A. Approve Selection Policy

Michelle Sherer moved to approve Selection Policy (for library's collection) Sam Everts seconded. **Motion carried unanimously**.

B. Approve Code of Conduct

Jackie Hadam moved to approve the Code of Conduct policy. David Browning seconded. **Motion carried unanimously**.

V. Building & Grounds Committee

Cassandra Leopold from the Dept. of State is our contact for the DRI Grant. We don't need to hire a construction manager. Everything we do and put out publicly will go through her; interviews etc. She will guide us and help us avoid mistakes. There is an option to work with a grant manager. A grant manager can help with gathering more grants. we have the option of hiring consultation services for design of the kitchen/makerspace and old window restoration.

Bridey Finegan will call painting contractors to remind them to send us their estimates.

Charlie Stewart bill will be paid.

VI. Fundraising Committee

Bring trustees treasures to library on Friday 6 p.m.

Book Shed needs one more tent sidewall. Blue Box owner will come and get our leftover books on Sunday. Cash needed for book sale change: $30-$35.00

Berna and Joe Heyman will open Easter Egg Museum either during the Lilyfest in July or Easter in March. Rent a Portapotty. Easter is March 28. Schoharie Promotional and High school volunteers will be asked to help. Easter time is preferred. Weekends of the 12th and the 19th. Raffle baskets?

VII. Director's Report

MVLS dinner is Sept. 30, 5-7 p.m. MVLS gives Library Recognition Awards. Library has applied for one. NYLA Conference in Saratoga. $500 for Yvonne and Ashley to attend.

VIII. New Business

Samantha Everts moved to approve teen book purchase not to exceed $1000. Yapha Mason seconded. **Motion carried unanimously**.

A. Approve Director Evaluation Policy Yvonne asked that Samantha Everts be the third trustee present for her evaluation and that the board develop an annual board effectiveness evaluation based on the guidelines outlined in the Trustees Handbook.

Jackie Hadam moved to approve the Director Evaluation Policy. David Browning seconded. **Motion carried unanimously**.

B. The porch contract includes $1200 for groundhog mitigation, which is not covered by the DLD grant. We need to find the money to cover this, maybe from the $2750 interest accrued from our flood deductible.
C. Offered: NYCONWorkshop - HR for Non-profits Sept 22, 1-5pm, Syracuse https://www.nycon.org/news-events/events/event/698

IX. Old Business

A. Trustee Treasures & Book Sale - Saturday Sept 12 volunteers needed https://bit.ly/SFLAYardSale26

X. Adjourn
Samantha Everts moved to adjourn the meeting at 8:39 p.m. Bridey Finegan seconded. **Motion carried unanimously**.

Next Regular Meeting: October 14, 2026

Respectfully submitted
Bridey Finegan
September 17, 2026