

## **MAMAKATING LIBRARY - BOARD of TRUSTEES MEETING - NOV. 4, 2009**

**PRESENT:** Trustees Barbara Semonite, Jeanne Roosa, Terry Stiano, Bob Andersen  
Consultant Beth Texter

**ABSENT:** Trustee Fran Staats (excused), Director Evelyn Alvarez

**GUESTS:** Kevin Reardon

**PUBLIC:** Rhoda Ryan, Rita Bellomo

The meeting was called to order at 7:00 p.m.

### **MINUTES:**

A Stiano-Andersen motion to approve the minutes of the October meetings as submitted was carried unanimously.

### **TREASURER'S REPORT:**

An Andersen-Stiano motion to approve the Treasurer's Report as submitted was carried unanimously. Jeanne reported that three CD's have matured and she has reinvested them in 60 day CDs because the interest rates are so low. She will be checking rates and reinvesting as they mature.

### **PUBLIC RELATIONS REPORT:**

Beth reported the following from the Friends' October meeting:

- Officers have been elected – Pres., Don Brent; VP, Beth; Sec. Eileen Kolaitis with Beth seeing to finances as she works with Jonathan Rouis on 501C3 status,
- Friends will hold a food drive for the two weeks prior to Thanksgiving wherein a food donation allows a person to take a book from the sale collection. Food will go to pantries in Bloomingburg and Wurtsboro,
- Coupons to go to food pantries allowing people to come to the library for a free book,
- Boxes of children's books will be given to organizations that distribute Christmas gifts to families in need,
- Evelyn will be contacting Literacy Volunteers of Orange and Sullivan counties to advise them of availability of our space for meeting,
- Friends are developing a flyer distribution program, and
- The Friends will host a holiday brunch following a short meeting on Dec. 19. Trustees and staff cordially invited.

### **Website:**

Apparently anyone with internet service through Frontier is unable to access the calendar on the website. Beth believes it has to do with a firewall at Frontier and she is working with Frank to resolve that. She will also be working with him on our logo, the Friends' page and she will take care of getting the minutes on. Trustees noted that currently the only thing on the calendar page is the book talk; story hours and other activities are on a different page, but not on the

calendar. She will take care of that. Also, all policies will be added to that page on the site.

With regard to low attendance at the last book talk, there was a short discussion about the best time for those events. Perhaps evenings would be easier for people.

Beth gave a written accounting of the Friends' finances. (attached)

### **DIRECTOR'S REPORT:**

Written Director's report attached. As Evelyn was not present there was no discussion.

### **OLD BUSINESS:**

#### **Registration with the Board of Regents:**

We have received word that our registration application has been approved and we will be receiving our certificate that should be framed and displayed in the library. Barbara thanked everyone who had worked diligently to make this happen.

Cassie Artale (NYSED Library Development) did advise that we not expand the board until the charter has been issued – either an extension of our provisional or an absolute. She is preparing the paperwork for that now that we are registered. She suggested that we bring Kevin Reardon in as ex-officio until that time. Kevin is willing to join us in that capacity for now. Board extended its appreciation and thanks to Kevin.

#### **Nominating Committee:**

Terry reported that the slate of officers for the 2010 year will be the same as this year's.

#### **Surveys:**

Surveys have been placed in Town and Village Clerks' offices, nursery school, Rotary meeting and several commercial establishments. Barbara will take them to the Sr. Nutrition Site and Fran will be taking them to the Chase PTO meeting and have a table in the school lobby on the days of parent conferences.

### **NEW BUSINESS:**

#### **Incident at Hendrik Hudson Library:**

Discussion was held regarding a comprehensive e-mail received from Robert Hubsher detailing an incident at HH Library where requests by local police for patron information in connection with possible unlawful activity on the library computers was denied unless there was a court order. Hubsher outlines his suggestions and recommends that all libraries develop policies in conjunction with legal counsel for any such occurrences. Evelyn will be asked to talk to other directors and report back with information and sample policies.

#### **Work Sessions:**

The November work session will be dedicated to the topic of the 2010 budget.

### **PUBLIC COMMENT PERIOD:**

Rita Bellomo presented data regarding the large increase of borrowing by out-of-district patrons. Board thanked her for the information and referred her to the Director to address the

matter of boxes cluttering the circulation area.

Rhoda Ryan asked why the library will be open the day after Thanksgiving. The Board feels that this being a school holiday and a day when most businesses are open, the library should be as well. We are trying to be responsive to the needs of our patrons and the taxpayers.

A Roosa-Stiano motion recessed the Board to Executive Session discuss personnel matters. All in favor. No action was taken in Executive Session. The Board returned to open session on an Andersen-Roosa motion.

A Stiano-Anderson motion to recess this meeting until November 12 at 6:00 p.m. when we will reconvene to address the matter of the Director's Employment Agreement in executive session carried unanimously. Personnel Committee will advise the Director that she is required to be at the remainder of this meeting.

Respectfully submitted,

Barbara Semonite for November 4, 2009 meeting

Executive Session  
November 12, 2009

Present: Trustees Barbara Semonite, Bob Andersen, Jeanne Roosa, Terry Stiano, Fran Staats  
Director Evelyn Alvarez

Absent:

The meeting was called to order at 6:00 p.m. A Roosa-Stiano motion recessed the Board to Executive Session at 6:01 p.m. to discuss personnel matters. All in favor. No action was taken in Executive Session. A Roosa-Andersen motion returned the Board to general session at 7:10 p.m.

The meeting was adjourned at 7:10 p.m.

A brief special meeting for the purpose of finalizing the Director's Employment Agreement will be held under Executive Session on Wednesday, November 18<sup>th</sup> at 7:00 p.m. in the Community Room of the library, to be followed by a work session with no official business to be enacted.

The next Board Meeting will be Wednesday, December 2<sup>nd</sup> at 7:00 p.m. in the Community Room.

Respectfully submitted,

Fran Staats for November 12<sup>th</sup> Executive Session

