

MAMAKATING LIBRARY
BOARD of TRUSTEES MEETING
August 10, 2022

1. **PRESENT:** Trustees Patti Andersen, Pam Mann, Jennifer Holmes, Mark Tourtellott, Pamela Rice, Antoinette King and Director Peggy Johansen.

Note: Pam Mann and Antoinette King present until 8:23pm.

ABSENT: Jay Egan

The meeting was called to order at 6:05 pm.

Public Member: No members of the public present

2. **AGENDA:** Motion to adopt the July agenda as amended made by Jennifer Holmes, seconded by Antoinette King. All in favor, motion carried.
3. **MINUTES:** Motion to adopt July meeting minutes made by Jennifer Holmes, seconded by Antoinette King. All in favor, motion carried.
4. **FINANCE REPORT:** Motion made to approve abstract of vouchers for June made by Antoinette King seconded by Pam Mann. All in favor, motion carried.

Items of Note:

- The Capital Reserve balance currently stands at \$13825.60
- The mortgage balance currently stands at \$224199.96
- The board discussed a potentially expanding the library in the future. Director Peggy will follow up with the Building Committee.

5. **DIRECTOR'S REPORT:**

Director Peggy Johansen's comprehensive report was distributed. See attached.

Items of Note:

- Summer youth programs have had strong attendance
- The five-week summer youth programs concluded with the Active Art Extravaganza on August 6th, which had 39 participants
- The new Wolf Lake Foundation-funded reading and storytime programs have attracted new families to the library and enabled us to hire teen assistants. The bilingual storytime will continue until the end of the month.
- A memorial donation was received from June and Robert Horton.
- The Beatrix Potter Children's Garden has been completed with the exception of the statue signs. Doreen Diorio submitted the final grant report to Sullivan Renaissance.
- The library received a box of new children's books valued at \$593.60 as a result of attending the RCLS juvenile book preview session.
- The board will review the Sustainable Libraries Initiative dashboard and action items during the September meeting

•Director Peggy Johansen has been working with Alma Buckley of the Friends of the Library to recognize

6. OLD BUSINESS

•Amnesty Month

Fine-free Amnesty Month did not occur in August and has been moved to September. The board will discuss moving forward with a Fine-Free Policy during the October meeting

•Tree removal

The three trees along the property line between the library and Community Church parking lots are located on church property. Director Peggy Johansen received a proposal for \$1200 including chipping and clean up.

•Director position listing

The board has posted to the RCLS, ALA and Pennsylvania job boards with a current deadline of August 19th. Patti Andersen will expand posting of the listing to regional colleges and universities with library services programs.

7. **EXECUTIVE SESSION:** Motion to move to Executive Session made by Jennifer Holmes, seconded by Pam Rice. All in favor, motion carried. Entered Executive Session at 6:45 pm, returned to regular session at 7:35 pm.

8. NEW BUSINESS

•Referendum Time

The 2022 library election will be held on Tuesday, August 30 from 2-8pm. Trustees will volunteer their time as election inspectors. Election notices will be posted in the Sullivan County Democrat, in three public places, and on the library website on Thursday, 8/11/22.

•Computer Disposal

The library will clean off five computers which are no longer used. Director Peggy Johansen will notify the public that computers will be made available on a lottery basis.

•RCLS IT and ILS Contract

All RCLS libraries are a part of the ILS Integrated Library System catalog, although some libraries elect to be independent from the RCLS IT maintenance program. The board reviewed and discussed the contracts.

Motion to sign the contract subscribing to the RCLS ILS catalog made by Pam Mann, seconded by Mark Tourtellott. All in favor, motion carried.

Motion to sign the contract subscribing to the RCLS Fully Supported IT Services Benefits made by Antoinette King, seconded by Pamela Rice. All in favor, motion carried.

9. POLICY REVISIONS

•Travel Policy

Director Peggy Johansen presented the Travel Policy, which incorporates language aligning with the Sustainable Library Initiatives. Motion to approve the Travel Policy made by Pam Rice, seconded by Antoinette King. All in favor, motion carried.

•Idling Policy

The board discussed potential creation of an idling policy and/or signage and will revisit the issue during the October meeting.

10. PRIVILEGE OF THE FLOOR

Public Comment – No public member present

Motion to adjourn made by Pam Mann, seconded by Antoinette King. All in favor, motion carried. Meeting adjourned at 8:21 pm.

Meeting reopened at 8:25. Motion to approve the Official Ballot made by Patti Andersen, seconded by Mark Tourtellot. All in favor, motion carried.

Motion to adjourn made by Patti Andersen, seconded by Pam Rice. All in favor, motion carried.

Respectfully Submitted,

Pamela Rice, Trustee