

**MAMAKATING LIBRARY**  
**BOARD OF TRUSTEES MEETING**

**Held on Tuesday, October 10, 2023 at 6:00pm at 128 Sullivan Street, Wurtsboro NY and  
via Zoom.**

- 1. PRESENT:** Trustees Patricia Andersen, John Buying, Jennifer Holmes, Pamela Rice, Mark Tourtellott, and Director Cheryl Jones

**ABSENT:** Pamela Mann

The meeting was called to order at 6:00pm

**MEMBERS OF THE PUBLIC:**

In person: Rich Jones and Chelsea Roth

Zoom attendees: Barbara Semonite and Maryallison Farley

- 2. AGENDA:**

Motion to amend agenda to add Executive Session, and add Nominating Committee to New Business made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried.

- 3. EXECUTIVE SESSION:**

Motion to enter Executive Session to discuss matter of board communication made by Patricia Andersen, seconded by Jennifer Holmes. All in favor, motion carried. Move into Executive Session at 6:06pm.

Motion to leave Executive Session made by Pamela Rice, seconded by Jennifer Holmes. “Nay” vote by John Buying. Motion passed. Left Executive Session at 6:08.

- 4. MINUTES:**

Motion to approve meeting minutes from July 2023 made by Jennifer Holmes, seconded by Mark Tourtellot.

“Nay” vote by John Buying. Motion passed, July minutes approved.

Motion to approve meeting minutes from August 2023 made by Patricia Andersen, seconded by Pamela Rice. Discussion to amend August minutes to reflect topic of Executive Session discussion to read as “employment of a particular person”.

Motion to approve August 2023 minutes as amended made by Jennifer Holmes, seconded by Mark Tourtellot. All in favor, motion carried.

Motion to accept September meeting minutes made by Mark Tourtellot, seconded by Patricia Andersen. Discussion to amend September minutes to reflect topic of Executive Session discussion to read as “employment of a particular person”.

Motion to accept September minutes as amended made by Jennifer Holmes, seconded by Patricia Andersen. “Nay” vote by John Buying.

**5. FINANCE REPORT:**

Finance Report presented and distributed by Jennifer Holmes. See attached.

Motion to approve September vouchers made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried.

**6. DIRECTORS REPORT:** Director Cheryl Jones’s comprehensive report was distributed. See attached.

**Items of Note:**

- Generator is installed and propane is connected; air filters were changed
- 16 Adult Programs serving 167 patrons; 11 patrons received dedicated Tech Help time; 5 Children’s Programs service 68 patrons
- Library Card Registration info has been sent home to every child at Chase School. Thank you to Patti Andersen for facilitating this at the school.
- Video Conferencing & Recorded/ Zoom program set up complete. Thanks to the FOML for funding this and to Mark Tourtellott for helping to install the equipment and update a laptop to run more quickly
- The final presentation for the Sustainable Libraries Initiative has been submitted. We are waiting on feedback from our mentor and the SLI team. Completion is imminent!
- September Patron Count: 1,256

## 7. OLD BUSINESS

### **Open Trustee Seat:**

Motion to appoint Chelsea Roth as Library Trustee to fill seat vacated by Antoinette King made by Pamela Rice, seconded by Patricia Andersen. All in favor, motion carried.

### **Committee Appointments:**

Board will revisit Committee Appointments at November meeting with full board present. Tentative committee appointments as follows:

**Budget:** Ad Hoc, by season. Committee to be appointed in late winter

**Long Range Planning:** Patricia Andersen, John Buying and Cheryl Jones

**By-Law/Policy:** Patricia Andersen, Pamela Rice

**Building:** Ad Hoc, by season. Jennifer Holmes, Mark Tourtellott, Troy Hodas

## 8. NEW BUSINESS

### **Treasurer:**

Motion to table Treasurer discussion made by Patricia Andersen, seconded by Mark Tourtellot. All in favor, motion carried.

### **ILS:**

Motion to vote in favor of ILS change, with language as follows, made by Jennifer Holmes, seconded by Patricia Andersen. All in favor, motion carried.

Whereas Mamakating Library and Ramapo Catskill Library System (“RCLS”) are party to an Agreement for Integrated Library System Participation (the “ILS Agreement”) with a five-year term beginning January 1, 2023; and

Whereas The Directors’ Association (DA) voted to change the current ILS vendor, SirsiDynix, to the new ILS vendor, ByWater Solutions, with the affirmative consent of a majority of member library directors; therefore

Be it resolved that the Library agrees with DA and votes in favor of switching Integrated Library System providers from SirsiDynix to ByWater Solutions.

**RCLS Budget:**

Motion to accept 2024 RCLS budget made by Jennifer Holmes, seconded by Mark Tourtellott. All in favor, motion carried.

**Nominating Committee:**

Board discussion followed by decision to accept nominations from the floor in lieu of formation of a Nominating Committee.

**9. POLICY REVIEW/ REVISIONS**

**Trustee Education Policy:** Motion to adopt Trustee Education Policy provided by director Cheryl Jones made by Pamela Rice, seconded by Jennifer Holmes. “Nay” vote by John Buying. Motion carried, policy approved.

**10. PRIVILEGE OF THE FLOOR**

Public Comment – 3 minute limit per person

Barbara Semonite thanked the board for the work they do.

Motion to adjourn made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried. Meeting adjourned at 7:02pm.

Respectfully submitted,

Pamela Rice, Board Secretary