

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

**Held on Tuesday, November 14, 2023 at 6:00pm at 128 Sullivan Street, Wurtsboro NY**

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

**ABSENT:** Chelsea Roth

      The meeting was called to order at 6:00pm

**MEMBERS OF THE PUBLIC:**

      In person: Rich Jones

2.     **AGENDA:**

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

3.     **MINUTES:**

      Motion to approve meeting minutes from October 2023 made by Pamela Mann, seconded by Mark Tourtellott. “Nay” vote by John Buying. Motion passed, October minutes approved.

4.     **FINANCE REPORT:**

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

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

      Item of note: Cheryl will research possibility of moving savings and Capital Reserve Fund to NYLAF (New York Liquid Asset Fund).

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

**Items of Note:**

      • Generator has been programmed and tested. Waiting on Mirabito invoice in order to close out the grant with the state.

- Naloxbox installed 10/5- free to us as part of a county grant putting 170+ into public spaces to help combat the opioid crisis in the county
- Gardens have been winterized by garden volunteers
- The library will be closed for Indigenous Peoples' Day 10/9
- Repair Café: 38 participants & 8 adult volunteers & 8 teen volunteers
- International Moon Night w/ Catskill Astronomy Club: 16 participants
- Total Circulation for the year: 20139
- October new use registrations: 274 (45 of those new cards came from Chase school)
- Overdrive circulation 5278
- Hoopla circulation 1242

## 6. OLD BUSINESS

### **Treasurer:**

Motion to table Treasurer election to January officer elections made by Jennifer Holmes, seconded by Pamela Mann. All in favor, motion carried.

### **Committee Appointments:**

Formal committee appointments as follows:

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

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

**By-Law/Policy:** Patricia Andersen, Pamela Rice and Director Cheryl Jones

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

### **Set Committee meeting Date for following committees:**

Long Range Plan Committee – committee will determine January date via email

Policy/By-Law Committee – tentatively Wednesdays; committee will determine January date via email

## **7. NEW BUSINESS**

### **Budget Adjustments:**

Motion to make the budget adjustments noted from Fines & Unrestricted Income lines to Office Expenses, Legal, and Postage and Delivery Expense lines made by Pamela Rice, seconded by Patti Andersen. All in favor, motion carried.

Motion to make the budget adjustment moving funds from State Aid income line to Building and Grounds Expense line made by Pamela Rice, seconded by Patricia Andersen. All in favor, motion carried.

### **Holiday Closure (Thanksgiving):**

Motion to close the library the day after Thanksgiving 2023 made by Patricia Andersen, seconded by Mark Tourtellott. All in favor, motion carried.

### **Furnace Maintenance & Carpet Cleaning:**

Furnaces are cleaned and ready for winter. Motion to approve scheduling of furnace maintenance in January made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried.

### **Open Library Clerk Position Rate**

The position will be advertised at the 2024 rate.

## **8. PRIVILEGE OF THE FLOOR**

Public Comment – no public comments made

Motion to adjourn made by Pamela Mann, seconded by Mark Tourtellott. All in favor, motion carried. Meeting adjourned at 7:32pm.

Respectfully submitted,

Pamela Rice, Board Secretary