

MAMAKATING LIBRARY
BOARD OF TRUSTEES MEETING

Held on Tuesday, February 13th, 2024 at 6:00pm at 128 Sullivan Street, Wurtsboro NY

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

ABSENT: N/A

The meeting was called to order at 6:04pm

2. AGENDA

Motion made by John Buying to add “vacant seat of Pamela Mann” to New Business. No second, motion dies.

Motion to adopt agenda as amended made by Jennifer Holmes, seconded by Mark Tourtellott. Nay vote by John Buying. Motion approved.

3. APPROVAL OF MINUTES- DECEMBER 2023, JANUARY 2024

Motion to modify December and January minutes made by Jennifer Holmes to remove list of members of the public. Seconded by Mark Tourtellott. All in favor, motion approved.

Motion to modify December minutes Item #3 to strike “in his opinion”. No second, motion dies.

Motion to modify January minutes to edit Item #4 to reflect “Motion to Adjourn made by John Buying, seconded by Patricia Andersen” made by John Buying, seconded by Mark Tourtellott. All in favor, motion approved.

Motion to approve December and January meeting minutes as amended made by Jennifer Holmes, seconded by Chelsea Roth. Nay vote by John Buying. Approved.

4. EXECUTIVE SESSION

Motion to enter Executive Session to discuss staff position made by Jennifer Holmes, seconded by Pamela Mann. All in favor, motion accepted. Entered into Executive Session at 6:16pm. Left Executive Session at 6:19pm.

Motion to appoint Juliana LaPiana from sub to open part time library clerk position made by Pamela Rice, seconded by Mark Tourtellott. All in favor, motion approved.

5. FINANCE REPORT

Finance Report presented by Jennifer Holmes. See attached.

Items of Note:

- We received tax levy check from the Town of Mamakating.
- Determination of amount of rollover money to be held at end of year to be discussed by Budget & Finance Committee.

Motion to approved January vouchers made by Pamela Rice, seconded by Mark Tourtellott.
Absention by John Buying. Motion carried, vouchers approved.

6. DIRECTORS REPORT

Director Cheryl Jones's comprehensive report was distributed. See attached.

Items of Note:

- Gathering information of EV chargers after meeting with a rep from a company that installs them. We will discuss with building committee in the future.
- We are beginning to gather quotes for possible state construction grants for sound proofing baffles & security system upgrades.

•January Programming:

Eric Sloane Lecture with D&H Canal Interpretive Center: 38 participants

Maternal Infant Services network Presentation: 9 participants

Studio Kids with Community Design Workshop: 20 participants

Program totals: 8 adult programs service 100 patrons

2023 Highlights:

288 programs with 2083 participants

2031 computer uses in 2023

216 volunteer hours by teenagers

•Friends of the Library

The first of the Friend's Book Fairy books have made their way out into the community- blessing local kids and teens with free books and giving out information about library cards and services.

The Friends have purchased 50 Slow Cooker Cookbooks for distribution to local families registered for the Community Church Food Pantry with the crockpots that the library has helped to collect.

The Friends are sponsoring the creation of a new video game collection. The games are being recommended by the teen advisory board and will be purchased with FOL funding and put into circulation at the library in March.

The Friends provided refreshments for the Tiny Art Show Reception on 2/10.

7. COMMITTEE REPORTS

Long Range Plan- No Report- to be rescheduled to 2/27 at 6pm

Policy/ByLaws- see Policy/Review Revisions

8. OLD BUSINESS – N/A

9. NEW BUSINESS

- Poet Laureate Voices of Recovery Project- documents attached. Motion to accept and approve installation of Poet Laureate Project 2024 project made by Pamela Rice, seconded by Pamela Mann. All in favor, motion approved.

- Generator Service Contract- documents attached. Motion to approve One Annual Service with Peak Power Systems made by Chelsea Roth, seconded by Mark Tourtellott. Nay vote by John Buying. Motion carried.

- Annual Report Approval. See attached. Motion to approve Annual Report as Amended made by Jennifer Holmes, seconded by Pamela Rice. Abstention by John Buying, motion approved.

- Board Self Evaluation- tabled to March meeting.

- Action for Independence Donation. Motion to approve \$200 donation to Action for Independence made by Pamela Mann, seconded by Jennifer Holmes. All in favor, motion carried.

•Trustee Board Officer Elections

President: Jennifer Holmes nominated Patricia Andersen to position of President

John Buying nominated Pamela Rice to position of President. Pam declined.

In favor: Chelsea Roth, Mark Tourtellott, Pamela Rice, Jennifer Holmes, Pamela Mann, Patricia Andersen

Opposed: John Buying.

Patricia Andersen elected to office of President

Vice-President:

Patricia Andersen nominated Chelsea Roth to office of Vice-President.
Nomination accepted by Chelsea Roth.

John Buying nominated Jennifer Holmes for Vice President. Declined by
Jennifer Holmes.

In favor of Chelsea Roth as Vice-President: Mark Tourtellott, Pamela
Rice, Jennifer Holmes, Patricia Andersen, Pamela Mann, Chelsea Roth

Opposed to Chelsea Roth as Vice-President: John Buying

Chelsea Roth elected to office of Vice-President

Treasurer: Pamela Mann nominated Jennifer Holmes for Treasurer. Jennifer Holmes
accepts nomination.

John Buying nominated himself.

In favor of Jennifer Holmes for Treasurer: Chelsea Roth, Mark Tourtellott,
Pamela Rice, Jennifer Holmes, Patricia Andersen, Pamela Mann

Opposed to Jennifer Holmes as Treasurer: John Buying

In favor of John Buying for Treasurer: John Buying

Jennifer Holmes elected to office of Treasurer

Secretary: Jennifer Holmes nominated Pamela Rice for secretary. Accepted by
Pamela Rice.

In favor: Chelsea Roth, Mark Tourtellott, Jennifer Holmes, Patricia
Andersen, Pamela Mann.

Opposed: John Buying

Pamela Rice elected to office of Secretary

10. POLICY REVIEW/ REVISIONS

•Programming Policy Changes- documents attached

Motion to accept Programming Policy changes made by Chelsea Roth, seconded by Mark Tourtellott. Absention by John Buying. Motion carries.

•Staff Manual Changes- documents attached

Motion to accept gender changes as written and change font to meet accessibility requirements made by Jennifer Holmes, seconded by Pamela Mann. Nay vote by John Buying

Motion to send Personnel Manual back to committee made by John Buying. No second, motion dies.

Motion to approve proposed changes with amendments to Holiday Schedule in Personnel Manual made by Jennifer Holmes, seconded by Mark Tourtellott. Nay by John Buying. Motion carries.

11. PRIVILEGE OF THE FLOOR

Public Comment – 3 minute limit per person

Motion to adjourn made by Jennifer Holmes, seconded by Mark Tourtellott. Nay vote by John Buying. Meeting adjourned at 8:06 pm.

Respectfully submitted,

Pamela Rice, Board Secretary