

# MLD Trustees Meeting – April 9th, 2024 - 6:00 P.M.

## TENTATIVE AGENDA – SUBJECT TO ADDITIONS AND/OR CHANGE (\* - Action Items)

Call to Order/Attendance

Adoption of agenda\*

Minutes – February

Finance Report -

Motion to approve abstract of vouchers\*

Director's Report –

Committee Reports –

- Long Range Plan-
- Policy/ By-Law- ALA Freedom Statement
- Building and Grounds- No Report
- Budget- No Report

Old Business:

- NYLAF
- Board Self Evaluation- documents sent for January meeting
  
- New Business:
- Harassment/ Hostile Work Environment Complaint
- ALA Core Values for Librarians (informational, no action required)

Policy review/ revisions:

Privilege of the Floor - Public Comment- 3-minute limit per person

Adjournment

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

**Held on Tuesday, March 12th, 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 6:05pm

**2. ADOPTION OF AGENDA**

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

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

**3. FROM NEW BUSINESS – NYLAF – Michael Marino**

Presentation followed by board discussion. Resolution to invest to be added to April meeting.

**4. APPROVAL OF MINUTES- FEBRUARY 2024**

Motion to amend by adding how each member voted on items 2, 3, 4, 9, 10, 11 made by John Buying. No second, motion dies.

Motion to amend item #4 regarding replacing “staff position”: with “the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation”. No second, motion dies.

Motion to amend Item #4 to reflect “motion to leave executive session” made by John Buying. No second, motion dies.

Motion to amend Items 5, 6, 7 to remove “see attached” made by John Buying. No second, motion dies.

Motion to amend item 4 from “Juliana” to “Guliana” made by Patricia Andersen, seconded by Jennifer Holmes. All in favor, motion carries.

Motion to accept February minutes as amended made by Mark Tourtellott, seconded by Pamela Mann. Nay vote by John Buying. Motion passes.

**5. FINANCE REPORT**

Finance Report presented by Jennifer Holmes. See attached.

Motion to approved March vouchers made by Pamela Mann, seconded by Jennifer Holmes. All in favor, motion carried.

**6. DIRECTORS REPORT**

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

**7. COMMITTEE REPORTS**

- Long Range Plan- see attached minutes

John Buying resigned from Long Range Plan committee

- Policy/ByLaws- next meeting March 21<sup>st</sup>, 6pm / see attached minutes
- Building and Grounds – no report
- Budget – no report

**8. OLD BUSINESS – N/A**

**9. NEW BUSINESS**

- NYLAF – beginning of meeting – no documents
- FOML MOU – documents in Board Portal

Motion to remove “defined” in second bullet point under “The Friends agree to” made by John Buying. No second, motion dies.

Motion to accept Memorandum of Understanding between Friends of Mamakating Library and Mamakating Library made by Chelsea Roth, seconded Jennifer Holmes. Nay vote by John Buying. Motion passes, MOA approved.

- NYS Deferred Compensation Plan – documents in Board Portal

Motion to accept the resolution of The State of New York Deferred Compensation Plan using the language provided by The State of New York Deferred Compensation Plan made by Pamela Mann, seconded by Jennifer Holmes. Nay vote by John Buying. Motion carries.

- Motion to approve addition to Staff Manual as written made by Jennifer Holmes, seconded by Mark Tourtellott. All in favor, motion carries.

- StoryWalk – documents in Board Portal

Director Cheryl Jones has presented the proposal to the Town of Mamakating, who have requested a MOU. Revisit during April meeting.

- Worksite Agreement for Workforce Development – documents in Board Portal

Motion to accept Sullivan County Center for Workforce Development “Worksite Agreement” made by Pamela Mann, seconded by Chelsea Roth. All in favor, motion carried.

- Board Self Evaluation – documents sent for January meeting

Motion to table Board Self Evaluation made by Jennifer Holmes, seconded by Mark Tourtellot. Abstention by John Buying. Motion passes.

- Budget Committee Appointments – no documents

Treasurer Jennifer Holmes, President Patricia Andersen and Director Cheryl Jones appointed to committee.

## **10. POLICY REVIEW/ REVISIONS**

- Emergency & Disaster Policy** - documents in board portal

Motion to adopt Emergency & Disaster Policy as amended made by Pamela Rice, seconded by Jennifer Holmes. Nay vote by John Buying. Motion passes.

## **11. PRIVILEGE OF THE FLOOR**

Public Comment – 3 minute limit per person. No comments.

Motion to adjourn made by Patricia Andersen, seconded by Jennifer Holmes. Meeting adjourned at 7:46 pm.

Respectfully submitted,

Pamela Rice, Board Secretary

# Mamakating Library

2024 Budget vs. Actuals - March=25%

January 1 - March 27, 2024

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
<b>Income</b>			
A1049 REAL PROPERTY TAXES			
A1001 Real Estate Taxes	372,000	372,000	100.00 %
<b>Total A1049 REAL PROPERTY TAXES</b>	<b>372,000</b>	<b>372,000</b>	<b>100.00 %</b>
A2499 USE OF MONEY & PROPERTY			
A2401 Interest & Earnings		100	
<b>Total A2499 USE OF MONEY &amp; PROPERTY</b>		<b>100</b>	
A2649 FINES & FORFEITURES			
A4050 Fines income	129		
<b>Total A2649 FINES &amp; FORFEITURES</b>	<b>129</b>		
A2799 MISCELLANEOUS LOCAL SOURCES		4,000	
A2770 Miscellaneous income	1,332		
<b>Total A2799 MISCELLANEOUS LOCAL SOURCES</b>	<b>1,332</b>	<b>4,000</b>	<b>33.00 %</b>
A3089.6 Restricted Grants & Donations	2,343		
A3099 STATE AID	2,812	3,340	84.00 %
A4060 UNRESTRICTED DONATIONS			
A4061 Donations - Unrestricted	110		
<b>Total A4060 UNRESTRICTED DONATIONS</b>	<b>110</b>		
<b>Total Income</b>	<b>\$378,725</b>	<b>\$379,440</b>	<b>100.00 %</b>
<b>GROSS PROFIT</b>	<b>\$378,725</b>	<b>\$379,440</b>	<b>100.00 %</b>
<b>Expenses</b>			
A7999 CULTURE & RECREATION			
A7410.1 Library- Personal Services	473	2,040	23.00 %
7410.11 Clerical	25,539	119,000	21.00 %
7410.12 Librarian	16,595	72,360	23.00 %
<b>Total A7410.1 Library- Personal Services</b>	<b>42,607</b>	<b>193,400</b>	<b>22.00 %</b>
A7410.2 Library- Equipment		1,400	
7410.21 Equipment expense	206		
<b>Total A7410.2 Library- Equipment</b>	<b>206</b>	<b>1,400</b>	<b>15.00 %</b>
A7410.4 Library- Contractual Expenses			
7410.41 Books	3,369	16,000	21.00 %
7410.405 Digital Media	1,806	10,300	18.00 %
<b>Total 7410.41 Books</b>	<b>5,175</b>	<b>26,300</b>	<b>20.00 %</b>
7410.42 Periodicals	356	500	71.00 %
7410.43 Audio/Visual	276	1,800	15.00 %
7410.44 Accounting	514		
7410.47 Cleaning Service	1,875	7,810	24.00 %
7410.48 Elections		250	
7410.52 Memberships		450	
7410.53 Miscellaneous expense	20	600	3.00 %
7410.54 Professional Fees			

# Mamakating Library

2024 Budget vs. Actuals - March=25%

January 1 - March 27, 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
101 Accounting Fees		7,500	
102 Legal Fees		300	
<b>Total 7410.54 Professional Fees</b>		<b>7,800</b>	
7410.55 Postage and Delivery	5	450	1.00 %
7410.56 Program	550	2,300	24.00 %
7410.565 Program Supplies	93	350	27.00 %
<b>Total 7410.56 Program</b>	<b>643</b>	<b>2,650</b>	<b>24.00 %</b>
7410.57 DEBT Service Principal & Interest		26,200	
7410.58 Building & Grounds R&M			
7410.581 Repairs	751	8,140	9.00 %
7410.582 Maintenance	1,644	2,500	66.00 %
7410.583 Landscaping	1,258	3,500	36.00 %
<b>Total 7410.58 Building &amp; Grounds R&amp;M</b>	<b>3,653</b>	<b>14,140</b>	<b>26.00 %</b>
7410.59 Office expense	707	3,200	22.00 %
7410.60 Telecom	637	4,600	14.00 %
7410.61 Utilities	1,811	9,250	20.00 %
7410.62 Technology	4,460	18,000	25.00 %
7410.85 RCLS Service Fee	1,891	2,200	86.00 %
7410.86 Meetings & Conference	200	400	50.00 %
7410.87 Travel & Mileage		200	
<b>Total A7410.4 Library- Contractual Expenses</b>	<b>22,223</b>	<b>126,800</b>	<b>18.00 %</b>
<b>Total A7999 CULTURE &amp; RECREATION</b>	<b>65,035</b>	<b>321,600</b>	<b>20.00 %</b>
A9199 EMPLOYEE BENEFITS			
A9010.7 Payroll Taxes		15,500	
9010.80 Taxes	4,480		
<b>Total A9010.7 Payroll Taxes</b>	<b>4,480</b>	<b>15,500</b>	<b>29.00 %</b>
A9030.8 Insurance			
9030.81 Disability		1,215	
9030.82 Hospitalization	26	15,000	0.00 %
9030.83 Workers' Compensation	1,122	1,500	75.00 %
9030.84 Property Liability	3,773	3,700	102.00 %
9030.85 Directors and Officers		925	
<b>Total A9030.8 Insurance</b>	<b>4,921</b>	<b>22,340</b>	<b>22.00 %</b>
A9040.0 Pension Expense		15,000	
<b>Total A9199 EMPLOYEE BENEFITS</b>	<b>9,400</b>	<b>52,840</b>	<b>18.00 %</b>
Capital Reserve		5,000	
<b>Total Expenses</b>	<b>\$74,436</b>	<b>\$379,440</b>	<b>20.00 %</b>
NET OPERATING INCOME	<b>\$304,290</b>	<b>\$0</b>	<b>0%</b>
NET INCOME	<b>\$304,290</b>	<b>\$0</b>	<b>0%</b>

## April 2024

Voucher #	Payee	Amt	Note
0424-01	Orange & Rockland	\$ 299.09	
0424-02	Frontier	\$ 319.11	
0424-03	VISA (CJ)	\$ 1,560.51	
0424-04	OverDrive	\$ 353.92	ebooks/audio books
0424-05	Wells Fargo	\$ 103.00	printer lease
0424-06	Baker & Taylor	\$ 936.59	
0424-07	Robert Hrabowsky	\$ 640.00	cleaning
0424-08	Patiana McMahon	\$ 75.00	Program Fee
0424-09	Midwest Tape	\$ 379.67	hoopla
0424-10	RCLS	\$ 590.34	e-content, MS365
0424-11	Village of Wurtsboro	\$ 63.00	Water Bill
0424-12	SUPLA	\$ 50.00	Annual Dues
0424-13	Kristt Kelly Office Systems	\$ 178.00	Toner for Kyocera
0424-14	PN Alarm	\$ 654.00	Annual Monitoring
0424-15	Acorn Plumbing & Heating	\$ 320.00	Backflow testing
0424-16	Travelers	\$ 1,008.00	D&O Ins.
0424-17			
0424-18			
0424-19			
0424-20			
<b>Total:</b>		<b>\$ 7,530.23</b>	

# Mamakating Library Board of Trustees Meeting

March 29, 2024

Director's Report



## Building & Grounds:

- A few more lightbulbs were replaced in the program room, entryway, and near the circulation desk.
- The Poet Laureate has ordered the plague and it should arrive soon, then we will work on getting it installed.
- Village Water Department sent notice that they needed an updated backflow device inspection report. Acorn Plumbing did the inspection on 3/22 and submitted to the village. They also noticed leaking valves while testing and sent an estimate for their replacement.
- Community room door push bar was repaired and is working correctly
- Beatrix Potter Garden signs and statues are back out again and garden clean up days has been scheduled to get the gardens looking beautiful for spring.

## Closing & Service Interruptions:

- 3/4 Library opened at 11:30 due to a staff training/meeting
- Generator has run for 14.3 hour total as of 3/30

## Programming:

### Community Partnership Programs:

- Studio Kids w/ Community Design Workshop: 7 Participants
- Starting Your Farm w/ Cornell Cooperative Extension: 34 People
- Tax Prep with AARP: 30 Participants (2 sessions)

### Stand-alone programs

- Canning & Preserving Class: 14 Participants

### Series programs

- Books & Tea Discussion :10 Participants
- Keep It Short...Stories (KISS) Group: 6 Participants
- Storytime in the Park :13 Participants (3 sessions)
- Culinary Club: 10 Participants
- Tech Support: 9 Participants
- Writers' Group: 4 Participant
- Teen Advisory Group: 5 Participants
- Malcolm's Tech Time: 4 Participants
- Read to Mocha: 10 Participants
- Teen Advisory Group: 5 Participants
- Zen Schooling : 48 Participants ( 4 Sessions)
- Patiana's Art Program:8 Participants

### Program Totals:

- 11 Adult Programs serving 122 patrons
- 9 Patrons received dedicated Tech Help time
- 12 Youth Programs serving 96 patrons
- 200+ Solar Eclipse Glasses and project instructions handed out to community members
- 2 Teen Volunteers completed 5 hours of volunteer services in February



A Packed House at Starting Your Farm with CCE



Fearless Foodies sharing recipes March 2024



## Outreach Services:

- Cheryl visited Tiny Town on 3/5 and met 10 families and their kids to do a read aloud and talk about library services.

## Press

- The town board approval of the storywalk on the D&H Canal Trail was covered on pg. 2 of the 3/29 Sullivan County Democrat.
- Frank Coviello did an interview on WJFF on Friday 3/29 regarding the upcoming solar eclipse and his program Eclipse 101 that will take place here on 4/2.



Cheryl at Tiny Town

## IT/ILS & Technical Services:

- Computer Users: 171 uses
- Wi-Fi Users: 1803
- Staff is all set for the roll out of multi-factor authentication set for later this spring. Board emails will be subject to multifactor authentication as well. The Microsoft authenticator app is available in all app stores and will be the way you will receive log in codes.

## Circulation/Registration:

### Previous Month's Physical Circulation

	2017	2018	2019	2020	2021	2022	2023	2024
January	2206	2231	2487	2400	1823	2040	1882	2195
February	1973	1956	2088	2169	1335	1840	1531	1925
March	2414	2225	2093	1180	1929	2110	1734	2264
April	2331	2013	2064	--	1710	1751	1705	
May	2121	2161	2180	--	1644	1636	1667	
June	2539	2288	2292	233	1909	1836	1818	
July	3150	2640	2682	939	2225	2232	2628	
August	2941	2760	2742	948	1870	2195	2822	
September	2440	2015	2310	1224	1904	1597	2276	
October	2166	2273	2239	1323	1969	1404	2029	
November	2214	2309	1956	1496	2126	1492	1947	
December	1704	2000	1924	1600	1991	1362	1918	
<b>TOTAL</b>	<b>28,199</b>	<b>24,871</b>	<b>25,133</b>	<b>13,512</b>	<b>22,435</b>	<b>23,517</b>	<b>24,004</b>	<b>6384</b>

### Previous Month's New User Registrations

	2017	2018	2019	2020	2021	2022	2023	2024
January	29	14	19	19	9	17	19	17
February	16	18	12	20	8	16	12	12
March	12	22	9	4	15	12	12	14
April	28	23	18	2	8	21	11	
May	24	16	15	3	6	21	16	
June	24	30	28	0	12	16	30	

July	34	32	32	8	34	41	42	
August	28	22	31	12	28	35	48	
September	26	14	31	9	23	21	22	
October	28	16	21	8	10	19	62	
November	28	10	11	6	12	20	21	
December	28	11	8	7	10	12	8	
<b>TOTAL</b>	<b>305</b>	<b>228</b>	<b>227</b>	<b>98</b>	<b>175</b>	<b>251</b>	<b>303</b>	<b>43</b>

## Digital Collections:

Overdrive Circulation						
	2019	2020	2021	2022	2023	2024
January	323	305	394	486	603	658
February	264	229	429	400	508	635
March	334	298	444	439	552	642
April	293	475	338	448	564	
May	291	497	408	495	537	
June	344	409	362	559	448	
July	296	373	404	552	438	
August	284	311	474	578	522	
September	272	314	427	499	524	
October	236	323	367	510	582	
November	205	334	419	506	569	
December	209	320	405	546	537	
Total	<b>3142</b>	<b>4188</b>	<b>4871</b>	<b>6018</b>	6384	<b>1935</b>

Unique Patron Access Hoopla			
	2022	2023	2024
January	32	36	54
February	27	42	53
March	33	49	55
April	28	35	
May	20	36	
June	21	37	
July	31	39	
August	34	38	
September	33	36	
October	26	50	
November	33	37	
December	35	39	
Total:	<b>353</b>	<b>474</b>	<b>162</b>

Overall Circulations Report Hoopla			
	2022	2023	2024
January	108	131	178
February	98	133	179
March	112	137	162
April	98	127	
May	63	94	
June	60	127	
July	116	90	
August	124	116	
September	113	118	
October	87	169	
November	118	111	
December	128	115	
Total:	<b>1225</b>	<b>1468</b>	<b>519</b>

## Director's Meetings & Trainings:

- 3/7 Cheryl was on a panel for SLI speaking to new participants about our experience
- 3/7 Open Meeting Law Updates
- 3/12 New Directors Education Session, Topic: Board Relations
- 3/13 Director's Association Meeting

- 3/13 Sullivan County Youth Book Festival Committee Meeting
- 3/15 Sullivan Public Library Alliance Meeting
- 3/18 System Services Committee Meeting
- 3/20 Sullivan County Youth Book Festival Committee Meeting
- 3/21 Policy & Bylaws Committee Meeting
- 3/21 ILS Committee Meeting
- 3/25 D&H Canal Bi-Centennial Committee Meeting
- 3/26 Guide to Understanding & Requesting Funding through NY Legislature

### **Staff Development:**

- Library Director attended the 3/19 Town of Mamakating Board meeting in March to provide a brief summary of 2023 library statistics and request permission to install a permanent story walk on the canal trail (proposal distributed at Feb BOT meeting). The proposal was unanimously approved by the Town Board and we will be moving forward this spring with hopes to have it installed in the Fall of 2024. The Town Board will be in touch when we begin writing an MOU.
- We held a Staff Meeting/Training on Monday March 4<sup>th</sup> and discussed a wide variety of topics including clearing faults code on generator, upcoming Koha Migration procedure, reference question tracking procedure, recent policy and staff manual changes, and other topics.

### **Friends of the Library News:**

- FOL is providing refreshments for Garden Clean Up day this coming weekend
- They will also be providing refreshments at the Poet Laureate Plaque unveiling and hosting a Paint a Planter Program for Spring Fling (both will take place on 4/27)

### **Other News:**

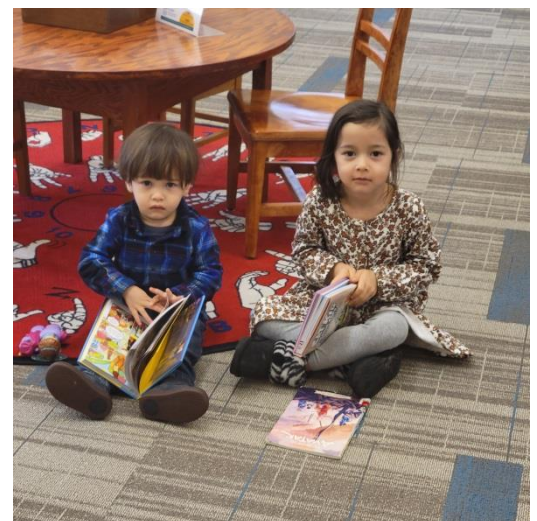
- March Patron Count: 1048
- We are all set up to serve as a Workforce Development Worksite.
- The new video collection was just debuted for circulation. Thank you to the Friends of the library for sponsoring the first 15 games in our collection!
- The library received a \$900 grant from the Stewarts Foundation to fund Patiana's Art Program through 2024 and part of the Manhattan Shorts Film Festival this fall.

### **Upcoming Programs of note:**

- 4/13 Weed Warriors Garden Clean-up Day
- 4/21 the 2024 Trail Walk series begins (co-sponsor BKAA)
- 4/25 Writer's Group Open Mic Night
- 4/27 Poet Laureate Plaque Unveiling
- 4/27 FOL Paint a Pot Program

### **Upcoming Trustee Trainings:**

- 6:30pm April 11<sup>th</sup>: Budgeting
- 10:30 am April 19<sup>th</sup>: Construction Aid Workshop
- 2:00pm April 29<sup>th</sup>: How to Run Your Referendum



Respectfully submitted,  
 Cheryl Jones, Library Director  
 April 9th, 2024



## **Mamakating Library Resolution Regarding ALA Library Bill of Rights**

**Whereas** the American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.



*Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.*

*Inclusion of "age" reaffirmed January 23, 1996.*

**Be it resolved** that the Board of Trustees of the Mamakating Library affirms our commitment to adhere to and uphold the policies set forth by the American Library Association's Library Bill of Rights, cited in full above.

Proposed: 4/2024



**[TO BE COMPLETED BY THE PARTICIPANT'S OFFICIAL RECORD-KEEPING OFFICER]**

EXTRACTS FROM MINUTES OF MEETING OF  
THE Board of Trustees ("GOVERNING BODY")  
OF Mamakating Library ("PARTICIPANT")  
*(Municipal Cooperation Agreement and Related Documents)*

A regular meeting of the Governing Body (the "Finance Board") of the Participant was held at 128 Sullivan Street, Wurtsboro, New York, on April 9th at 6:00 PM, at which meeting a quorum was at all times present and acting. There were:

PRESENT:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ABSENT:

_____	_____	_____
_____	_____	_____

ALSO PRESENT:

_____	_____	_____
_____	_____	_____

\_\_\_\_\_ moved the adoption of the following resolution. The motion was seconded by \_\_\_\_\_. The Finance Board was polled. The motion was adopted by a vote of \_\_\_\_\_ affirmative votes (being at least a majority of the entire voting strength of the Finance Board) and \_\_\_\_\_ negative votes and \_\_\_\_\_ absent votes.



**[TO BE PRESENTED TO THE PARTICIPANT'S GOVERNING BODY FOR APPROVAL]**

**Resolution of the \_\_\_\_\_ Board of Trustees \_\_\_\_\_ (“Governing Body”) of the \_\_\_\_\_ Mamakating Library \_\_\_\_\_ (“Participant”), authorizing the execution and delivery of an amended and restated Municipal Cooperation Agreement and related documents by and among the several municipal corporations, school district, fire districts and/or boards of cooperative educational services to provide for the cooperative temporary investment of public funds.**

**WHEREAS**, the Participant, pursuant to the provisions of the General Municipal Law and its investment policy, after due investigation, evaluation and deliberation, has determined that it is in the best interest of the Participant to invest a portion of its public funds on a cooperative basis pursuant to the terms of a Municipal Cooperation Agreement dated as of April 29, 2016 (the “Agreement”) among the Red Hook Central School District, as Lead Agent, and various other municipal corporations, under the trade name “New York Liquid Asset Fund” (“NYLAF”);

**NOW, THEREFORE**, be it resolved by the Governing Body (the “Finance Board”) of the Participant, located in \_\_\_\_\_ Sullivan \_\_\_\_\_ County, State of New York, as follows:

**Section 1.** The terms, conditions and provisions of the Agreement attached hereto are hereby approved. The \_\_\_\_\_ Finance Officer \_\_\_\_\_ (the “Chief Fiscal Officer”) of the Participant is hereby authorized to execute and deliver the Agreement, and the Chief Fiscal Officer is hereby authorized to affix the seal of the Participant thereto and attest such seal. The Chief Fiscal Officer is hereby authorized to from time to time effect and consent to such changes to the Agreement in the form attached hereto as may be necessary or convenient in order to further carry out the purposes of the Agreement or to clarify or correct the terms thereof. The Chief Fiscal Officer is hereby authorized to delegate the foregoing duties to his or her designees as authorized by the Law (as that term is defined in the Agreement), which designee is an authorized employee officer of the Participant. Upon the execution in full and delivery of the Agreement, the Participant shall become a Participant, as that term is defined in the Agreement.

**Section 2.** Notwithstanding any term or provision of the Agreement to the contrary, the Participant may withdraw from the Agreement at any time upon thirty (30) days written notice to the Governing Board of NYLAF by the Chief Fiscal Officer and thereafter the Participant shall cease to have any rights or obligations under the Agreement.

**Section 3.** This resolution shall be effective immediately upon its due adoption by the Finance Board.



**[TO BE COMPLETED BY THE PARTICIPANT'S OFFICIAL RECORD-KEEPING OFFICER]**

I, Patricia Andersen, President  
of the Board of Trustees, Mamakating Library ("Participant"), HEREBY CERTIFY as follows:

1. I have compared the attached extract with the minutes of the meeting of the Participant held on April 9th, 2024 and such extract is a true and correct copy of such minutes and of the whole thereof insofar as such minutes relate to matters referred to in such extract.

2. Such minutes correctly state the time when such meeting was convened and the place where such meeting was held and the members of the Finance Board of the Participant who attended such meeting.

3. Notice of such meeting was given as prescribed by law and such meeting was open to all persons who were entitled by law to attend such meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Participant this 10th day of April, 2024.

(SEAL)

\_\_\_\_\_  
Patricia Andersen  
\_\_\_\_\_  
President  
\_\_\_\_\_

Completed forms may be submitted to NYLAF via fax, email or regular U.S. mail.  
Fax to 866-548-8633, Attn: NYLAF | Scan and Email to: nylaf@pmanetwork.com  
Mail to: NYLAF Administration, PMA Financial Network, 2135 CityGate Lane 7th FL, Naperville IL 60563