

**MAMAKATING LIBRARY
BOARD OF TRUSTEES MEETING**

Held on Tuesday, January 14, 2025 at 6:00pm at 128 Sullivan Street, Wurtsboro NY

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

EXCUSED ABSENCE: Pamela Mann

The meeting was called to order at 6:00pm

ADOPTION OF AGENDA

Motion to adopt agenda made by Pamela Rice, seconded by Chelsea Roth. Nay vote by John Buying. Motion carried.

APPROVAL OF MINUTES – December 2024

Motion to adopt December minutes made by Chelsea Roth, seconded by Mark Tourtellott. Nay vote by John Buying. Motion carried.

EXECUTIVE SESSION

Motion to move into Executive Session made by Jennifer Holmes, seconded by Chelsea Roth. Nay vote by John Buying. Motion carried. Move to Executive Session at 6:03pm.

Motion to exit Executive Session made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried. Executive Session ended at 6:13pm.

FINANCE REPORT

Motion to approve January vouchers made by Jennifer Holmes, seconded by Mark Tourellott. Nay vote by John Buying. Motion carried.

Treasurer's Report was presented. See attached.

DIRECTORS REPORT

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

Items of Note

- Circulation/Registration:** 2024 circulation returned to pre-pandemic numbers
- Closings:** Generator has run for 33.1 hours total as of 1/1/25
- Program Totals:** 9 Adult programs serving 133 patrons; 7 Youth programs serving 80 programs
- Friends of the Library News:** Thank you to the Friends for donating \$1500 in support of the Library Speakers Consortium. They also gifted the library \$400 toward video games as well a sponsorship of two Dia Beacon museum passes for 2025.

COMMITTEE REPORTS

- Long Range Plan- No Report
- Policy/ By-Law- See Below
- Building and Grounds- No Report
- Budget- No Report

OLD BUSINESS

-Water Heater Update – tabled to February meeting

-Bylaws Edit – motion to approve Bylaws as amended made by Jennifer Holmes, seconded by Chelsea Roth. Nay vote by John Buying. Motion carries.

-Meeting dates for February – May. Board discussion of scheduling conflict necessitating Board meeting shift to third Wednesday of the month. February meeting will be scheduled for February 19th at 6pm.

NEW BUSINESS

-Attorney proposals: Board discussion of attorney proposals.

Motion to make budget adjustment to bring legal line to \$2000 from 2024 NYLAF funds to pay retainer for attorney made by Pamela Rice, seconded by Mark Tourtellot. All in favor, motion carried.

Motion to accept engagement letter for Director to sign hiring Robert Schofield attorney at law on retainer made by Chelsea Roth, seconded by Jennifer Holmes. Nay vote by John Buying. Motion carried.

-Trustee Board Officer Elections

President: Pamela Rice nominated Patricia Andersen to position of President.
Nomination accepted by Patricia Andersen
In favor: Chelsea Roth, Mark Tourtellott, Pamela Rice, Jennifer Holmes, 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.
In favor of Chelsea Roth as Vice-President: Mark Tourtellott, Pamela Rice, Jennifer Holmes, Patricia Andersen, John Buying, Chelsea Roth
Chelsea Roth elected to office of Vice-President

Treasurer: Chelsea Roth nominated Jennifer Holmes for Treasurer.
Nomination accepted by Jennifer Holmes
In favor of Jennifer Holmes for Treasurer: Chelsea Roth, Mark Tourtellot, Pamela Rice, Jennifer Holmes, Patricia Andersen, John Buying
Jennifer Holmes elected to office of Treasurer

Secretary: Pamela Rice nominated Mark Tourtellott for secretary.
Nomination accepted by Mark Tourtellott.
In favor: Chelsea Roth, Mark Tourtellott, Jennifer Holmes, Patricia Andersen, Pamela Rice.
Opposed: John Buying
Mark Tourtellott elected to office of Secretary

Director job description

Motion to approve as amended by Jennifer Holmes, seconded by Mark Tourtellott. Abstention by John Buying. Motion carried.

Policy review/ revisions:

- **Security Camera Policy**

Motion to approve Mamakating Library Security Camera Policy with amendment to change “still shot” to “still shot and video” made by Jennifer Holmes, seconded by Mark Tourtellott. Nay vote by John Buying. Motion carried.

- **Open Meetings Policy**

Motion to approve Open Meeting Policy as written made by Jennifer Holmes, seconded by Mark Tourtellott. All in favor, motion carried.

- **Update to FOIL Policy**

Motion to approve Freedom of Information Policy made by Jennifer Holmes, seconded by Chelsea Roth. All in favor, motion carried.

- **Ethics Statement Policy**

Motion to approve Mamakating Library Code of Ethics Policy made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried.

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

Cathy Dawkins expressed concern over potential safety and privacy issues related to sharing of security footage and patron records.

Rich Jones expressed extreme concerns over a board member’s suggestion that security footage is subject to FOIL requests, and reminded the board that safety of patrons, in specific minors, is the utmost priority of the library. He also reminded said trustee of their responsibilities to the library, and asked them to reflect upon their intentions on serving on the board.

ADJOURNMENT:

Motion to adjourn made by Pamela Rice, seconded by Chelsea Roth. Motion carried. Meeting adjourned at 7:47pm

Respectfully submitted,
Pamela Rice, Board Secretary