

MLD Trustees Meeting – August 4, 2026
TENTATIVE AGENDA – SUBJECT TO ADDITIONS AND/OR CHANGE
(* - Action Items)

Call to Order/Attendance

Adoption of agenda*

Minutes – July 2026*

- Motion to approve the June meeting minutes

Finance Report -

- Motion to approve abstract of vouchers*

Director's Report –

Committee Reports –

- Strategic Planning- No Report
- Policy/ By-Law- No Report
- Building and Grounds- No Report
- Budget/ Finance- No Report

Old Business:

- Approve 2026 Ballot and Legal Notice
 - A motion to approve the 2026 Ballot as presented
 - A motion to approve the legal notice for the 2026 election/budget to be sent to the newspaper of record for run on 8/7, 8/11, 8/14, & 8/18
- Approve Staff Manual
 - A motion to approve the Staff Manual as presented

New Business:

Policy review/ revisions:

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

Adjournment

MLD Trustees Minutes – July 8, 2026

Call to Order/Attendance

Meeting Started: 6:09pm

Present:

Patricia Andersen, Thomas DePaulo, Pamela Mann, Sam Meyer, Chelsea Roth,
Mark Tourtellott & Cheryl Jones

Absent & Excused: Jennifer Holmes

Adoption of agenda

Motion: Sam Meyer

Second: Pamela Mann

In Favor: all

Motion: passed

Minutes – June 2026

Motion to approve the June meeting minutes

Motion: Chelsea Roth

Second: Pamela Mann

In Favor: all

Motion: passed

Finance Report

Motion to approve abstract of vouchers

Motion: Chelsea Roth

Second: Mark Tourtellott

In Favor: all

Motion: passed

Director's Report –

Committee Reports –

- Strategic Planning- No Report
- Policy/ By-Law- No Report
- Building and Grounds- No Report

- Budget/ Finance- No Report

Old Business:

Election/Budget Vote Update Provided by Library Director. Petitions available now and notices have been posted by election secretary.

New Business:

None

Policy review/ revisions:

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

Adjournment

Motion: Mark Tourtellott

Second: Sam Meyer

In Favor: all

Motion: passed

Meeting Ended: 6:33pm

Mamakating Library
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January - December 2026

	Actual	Total Budget	% of Budget
Revenue			
A1049 REAL PROPERTY TAXES			
A1001 Real Estate Taxes	425,000	425,000	100.00%
Total A1049 REAL PROPERTY TAXES	\$ 425,000	\$ 425,000	100.00%
A2499 USE OF MONEY & PROPERTY			
A2401 Interest & Earnings	5,405	12,000	45.04%
Total A2499 USE OF MONEY & PROPERTY	\$ 5,405	\$ 12,000	45.04%
A2649 FINES & FORFEITURES			
A4050 Fines income	493	400	123.26%
Total A2649 FINES & FORFEITURES	\$ 493	\$ 400	123.26%
A2799 MISCELLANEOUS LOCAL SOURCES			
A2770 Miscellaneous income	3,439	6,000	57.31%
Total A2799 MISCELLANEOUS LOCAL SOURCES	\$ 3,439	\$ 6,000	57.31%
A3099 STATE AID			
A3089.2 State Aid- Grant		3,100	0.00%
Total A3099 STATE AID	\$ 0	\$ 3,100	0.00%
A4999 Assigned Fund Balance		17,800	0.00%
Total Revenue	\$ 434,337	\$ 464,300	93.55%
Gross Profit	\$ 434,337	\$ 464,300	93.55%
Expenditures			
A7999 CULTURE & RECREATION			
A7410.1 Library- Personal Services			
7410.11 Clerical	74,896	160,137	46.77%
7410.12 Librarian	42,746	85,963	49.73%
Total A7410.1 Library- Personal Services	\$ 117,642	\$ 246,100	47.80%
A7410.2 Library- Equipment			

7410.21 Equipment expense	824	2,000	41.20%
Total A7410.2 Library- Equipment	\$ 824	\$ 2,000	41.20%
A7410.4 Library- Contractual Expenses			
7410.41 Books	10,952	15,000	73.01%
7410.405 Digital Media	7,208	13,000	55.44%
Total 7410.41 Books	\$ 18,160	\$ 28,000	64.86%
7410.42 Periodicals	317	600	52.90%
7410.43 Audio/Visual	1,482	2,200	67.36%
7410.47 Cleaning Service	4,800	8,200	58.54%
7410.48 Elections		400	0.00%
7410.52 Memberships	1,680	2,800	60.00%
7410.53 Miscellaneous expense	647	600	107.86%
7410.54 Professional Fees			
101 Accounting Fees	2,875	5,000	57.50%
102 Legal Fees		4,500	0.00%
Total 7410.54 Professional Fees	\$ 2,875	\$ 9,500	30.26%
7410.55 Postage and Delivery	4,807	3,700	129.91%
7410.56 Program	4,309	2,850	151.18%
7410.565 Program Supplies	2,350	700	335.77%
Total 7410.56 Program	\$ 6,659	\$ 3,550	187.58%
7410.57 DEBT Service Principal & Interest	24,000	24,000	100.00%
7410.58 Building & Grounds R&M			
7410.581 Repairs		4,900	0.00%
7410.582 Maintenance	1,539	3,500	43.97%
7410.583 Landscaping	3,520	4,750	74.11%
Total 7410.58 Building & Grounds R&M	\$ 5,059	\$ 13,150	38.47%
7410.59 Office expense	2,835	4,000	70.87%
7410.60 Telecom	4,143	5,000	82.87%
7410.61 Utilities	5,028	10,000	50.28%
7410.62 Technology	15,969	22,500	70.97%
7410.85 RCLS Service Fee	1,917	2,000	95.85%
7410.86 Meetings & Conference	1,835	3,850	47.66%
7410.87 Travel & Mileage	85	250	34.03%

Total A7410.4 Library- Contractual Expenses	\$	102,299	\$	144,300	70.89%
Total A7999 CULTURE & RECREATION	\$	220,765	\$	392,400	56.26%
A9199 EMPLOYEE BENEFITS					
A9010.7 Payroll Taxes				19,500	0.00%
A9030.8 Insurance					
9030.81 Disability		1,488		1,400	106.28%
9030.82 Hospitalization				18,000	0.00%
9030.83 Workers' Compensation				1,600	0.00%
9030.84 Property Liability				4,000	0.00%
9030.85 Directors and Officers		1,008		1,150	87.65%
Total A9030.8 Insurance	\$	2,496	\$	26,150	9.54%
A9040.0 Pension Expense				20,000	0.00%
Total A9199 EMPLOYEE BENEFITS	\$	2,496	\$	65,650	3.80%
Capital Reserve		6,250		6,250	100.00%
Total Expenditures	\$	229,511	\$	464,300	49.43%
Net Operating Revenue	\$	204,826	\$	0	
Net Revenue	\$	204,826	\$	0	

Monday, Aug 03, 2026 10:37:58 AM GMT-7 - Accrual Basis

Mamakating Library
Board of Trustees Meeting
August 4th, 2026
Director's Report



Building & Grounds:

- No issues to report

Closings/Service Interruptions & Generator Statistics:

- Generator has run for 93.6 hours total as of 8/2 (1.7 hours in July)

Programming:

- Report attached

Program Totals:

- 27 Adult Programs serving 202 patrons
- 4 Patrons received dedicated Tech Help time
- 25 Youth Programs serving 373 patrons
- 6 Teen Volunteer worked 25 Hours

IT/ILS, Website, & Technical Services:

- Computer Users: 179
- Wi-Fi Users: 2203

Circulation/Registration:

Previous Month's Physical Circulation										
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
January	2206	2231	2487	2400	1823	2040	1882	2195	2006	2092
February	1973	1956	2088	2169	1335	1840	1531	1925	2124	2097
March	2414	2225	2093	1180	1929	2110	1734	2264	2288	2094
April	2331	2013	2064	--	1710	1751	1705	2165	1977	2233
May	2121	2161	2180	--	1644	1636	1667	2026	2034	1842
June	2539	2288	2292	233	1909	1836	1818	1963	1932	2187
July	3150	2640	2682	939	2225	2232	2628	2457	2634	2677
August	2941	2760	2742	948	1870	2195	2822	2307	2666	
September	2440	2015	2310	1224	1904	1597	2276	2075	2377	
October	2166	2273	2239	1323	1969	1404	2029	2045	2170	
November	2214	2309	1956	1496	2126	1492	1947	1964	2166	
December	1704	2000	1924	1600	1991	1362	1918	1764	1821	
TOTAL	28199	24871	25133	13512	22435	23517	23957	25150	26195	15,218

Previous Month's New User Registrations

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
January	29	14	19	19	9	17	19	17	21	18
February	16	18	12	20	8	16	12	12	11	14
March	12	22	9	4	15	12	12	14	33	30
April	28	23	18	2	8	21	11	31	16	29
May	24	16	15	3	6	21	16	22	17	17
June	24	30	28	0	12	16	30	17	30	33
July	34	32	32	8	34	41	42	39	42	59
August	28	22	31	12	28	35	48	24	37	
September	26	14	31	9	23	21	22	18	24	
October	28	16	21	8	10	19	62	36	21	
November	28	10	11	6	12	20	21	22	32	
December	28	11	8	7	10	12	8	12	9	
TOTAL	305	228	227	98	175	251	303	264	284	167

Digital Collections:

Overdrive Circulation

	2019	2020	2021	2022	2023	2024	2025	2026
January	323	305	394	486	603	658	598	709
February	264	229	429	400	508	635	591	640
March	334	298	444	439	552	642	632	761
April	293	475	338	448	564	544	604	644
May	291	497	408	495	537	600	627	546
June	344	409	362	559	448	547	634	626
July	296	373	404	552	438	640	602	614
August	284	311	474	578	522	596	577	
September	272	314	427	499	524	565	581	
October	236	323	367	510	582	579	537	
November	205	334	419	506	569	583	544	
December	209	320	405	546	537	599	596	
Total	3142	4188	4871	6018	6384	7188	7123	3994

Unique Patron Access

Hoopla

	2023	2024	2025	2026
January	36	54	67	69
February	42	53	61	70

March	49	55	64	74
April	35	44	62	65
May	36	56	58	65
June	37	59	62	61
July	39	58	62	69
August	38	60	57	
September	36	68	66	
October	50	67	66	
November	37	53	68	
December	39	62	69	
Total:	474	689	762	473

**Overall Circulations Report
Hoopla**

	2023	2024	2025	2026
--	------	------	------	------

January	131	178	262	173
February	133	179	236	169
March	137	162	194	191
April	127	167	210	182
May	94	160	273	171
June	127	160	262	163
July	90	149	211	189
August	116	172	202	
September	118	163	195	
October	169	194	200	
November	111	146	186	
December	115	198	198	
Total:	1468	2028	2629	1238

Director's Meetings & Trainings:

- 7/6 ALA Sustainability Round Table Meeting
- 7/3 SLI Office Hours
- 7/10 SUPLA Meeting
- 7/8 Director's Association Meeting
- 7/13 E-Pool Meeting
- 7/11 FOL Meeting
- 7/20 System Services Committee Meeting
- 7/24 Historical Society Meeting

Staff Development:

- Principal Clerk did a training on new linking procedures for large series volumes

Media Report:

- See Attached

Friends of the Library News:

- The Friends had out best booksale day at this year's Founder's Day! They also did over 150 craft projects with local kids.
- We are very grateful for RCLS Outreach & Community Engagement Specialist Meaghan Doyle for her involvement. She brought a button maker and it was a huge hit and she talked to people all day about library services.

Other News:

- July Patron Count: 4115
- The survey for our new Strategic Plan is still available through the end of August, then all of that information will be compiled with the information from the focus groups and will be brought to the committee to analyze.
- Petitions were submitted for open BOT seats by Jennifer Holmes, Thomas DePaulo, and Sam Meyer. The signatures have been verified by Barbara Semonite, and all are cleared to be placed on the ballot with more than enough valid signatures.
- We are sitting at 190 children registered for summer reading as of 7/28 and tons of jibbits have already been given out! Again, the kids are loving this as an incentive!

- The extra staffing this summer has been great for the community, allowing us to keep the waiting in line time down, and offer more programming at different times of day to serve the needs of all of our patrons.

Reminders:

UPCOMING RCLS TRUSTEE EDUCATION SESSSIONS

Board Documents & Meetings - How to Tame Them (online)	7/29 @ 6:30
Deconstructing Trustee Education - How to make it work for you! (online)	8/4 @ 6:30pm

Respectfully submitted,
Cheryl Jones, Library Director
August 3rd, 2026

2026 Program Stats			Green=Non-Library Programs			1-on-1	ZOOM		
July			Purple = Lib. Service/Non-Lib. Program						
ADULT PROGRAMS	Program Title	Intended Audience	Sync. In-person	Sync in person attendance	Sync Virtual	Sync. Virtual attendance	Async Virtual	Async Virtual Attendance	Tech Tip
7/10/2026	Postcrossing	All	1	2					
7/1/2026	Parent Group	All	1	16					
7/8/2026	Parent Group	All	1	19					
7/15/2026	Parent Group	All	1	12					
7/22/2026	Parent Group	All	1	15					
7/7/2026	Walking Group	All	1	10					
7/14/2026	Walking Group	All	1	8					
7/16/2026	SciFi w/ Science Guy	Adults	1	4					
7/18/2026	Tech Help w/ Kate	Adults	1						1
7/21/2026	Walking Group	All	1	6					
7/21/2026	Foodies	Adults	1	14					
7/21/2026	Books & Tea	Adults	1	14					
7/25/2026	Tech Help w/ Kate	Adults	1						3
	Artist Reception:Roberta								
7/25/2026	Rosenthal	Adults	1	6					
7/27/2026	Non-Fiction Book Club	Adults	1	6					
7/28/2026	Walking Group	All	1	8					
7/31/2026	Local Writers Group	Adults	1	4					
7/14/2026	LSC: Karin Slaughter	Adults	1		1	4			
7/16/2026	LSC: Reyna Heart	Adults	1		1	8			
7/28/2026	LSC: Marisa Franco	Adults	1		1	5			
7/29/2026	Parent Group	All	1	27					
7/11/2026	FOL Meeting	Adults	1	7					
7/8/2026	BOT Meeting	Adults	1	7					
TOTALS	Attended-18	Offered-18	23	185	3	17	0	0	4

Children's Programs	Program Title	Intended Audience	Sync. In-person	Ages 0-5	Ages 6-11	Adults	TOTAL Sync in person attendance
7/2/2026	Flower Children	Families	1	3	4	7	14
7/6/2026	Builders Brigade	Families	1	1	3	3	7
7/8/2026	Flower Children	Families	1	3	9	7	19
7/8/2026	Storytime	Preschool	1	7	0	6	13
7/9/2026	Dino Club	Children	1	0	10	9	19
7/9/2026	Explorers Club	Children	1	0	6	6	12
7/14/2026	Crafts w/ Ms. Beth	Children	1	0	9	3	12
7/15/2026	Storytime	Preschool	1	7	0	7	14
7/15/2026	Flower Children	Families	1	9	4	9	22
7/16/2026	Dino Club	Children	1	0	11	2	13
7/16/2026	Explorers Club	Children	1	0	8	2	10
7/17/2026	Dino Picnic	Children	1	2	8	12	22
7/20/2026	Builders Brigade	Children	1	1	5	5	11
7/21/2026	Science Heroes	Families	1	11	14	16	41
7/22/2026	Storytime	Preschool	1	12	0	14	26
7/23/2026	Dino Club	Children	1	0	7	5	12
7/23/2026	Explorers Club	Children	1	0	8	5	13
7/23/2026	Ms. Pati's Art Class	Children	1	1	7	4	12
7/24/2026	Lawn Games	Families	1	4	6	8	18
7/27/2026	Builders Brigade	Children	1	2	4	3	9
7/28/2026	Crafts w/ Ms. Beth	Children	1	1	6	4	11
7/29/2026	Storytime	Children	1	11	0	12	23
7/30/2026	Dino Club	Children	1	0	5	3	8
7/30/2026	Explorers Club	Children	1	0	5	3	8
							0
TOTALS	Attended-28	Offered-28	24	75	139	155	369
	Cancelled-0	0 Attendance-0					

Media & Press Report

JULY 2026

Facebook:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Reach/Viewers	9,645	8,770	6,138	8,385	4,154	4,829	12,232						
Engagement	456	520	412	640	1,675	1,458	780						
Likes	1,408	1,414	1,432	1,440	1,450	1.4k*	----						
New Likes	5	6	18	8	10	*	----						
New Follows	9	11	15	13	11	13	29						
Original Posts	47	54	39	54	36	43	37						
Total Followers	1,408	1,414	1,432	1,440	1,450	1,468	1,497						

Facebook Notes:

- We owe the noticeable spike in views (12,232) to RCLS. Their video they shot and tagged us in helped us gain 7,340 views in one day. This was the video of the Foam Party on Founders' Day and includes Cheryl running through the foam. Posted on July 11, it has 2,720 views, 50 reactions, and five comments. The foam party from last year, a picture possibly taken by Cheryl and reposted the night before this year's foam party, had 7,427 views, 72 reactions, and 11 shares. This also resulted in eight followers that day (July 11).
- It appears that Facebook is no longer displaying Likes. I've searched around to other pages and don't see the metric on their pages either.

Instagram:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Views	6,682	6,921	4,428	7,009	5,692	5,109	4,052						
Engagement/ Reach viewers	25/ 347	41/ 538	15/ 315	27/ 106	24/ 450	23/ 327	53 / 301						
Interactions	171	354	86	188	286	260	160						
Profile Visits	58	55	42	47	30	62	60						
Original Posts	30	42	31	34	30	29	32						
Total Followers	567	567	573	577	575	589	595						

Instagram Notes:

- Our top content liked by our audience continues with the trend of pictures of staff and kids. We had 13 likes for an impromptu staff picture, which was Iwona's idea since everyone was dressed patriotically. Our top picture was a cute little patron posing with his award for reading 500 books. This post from July 18 garnered 191 views, 14 likes, and four comments.
- I've added a cover page of sorts to our Instagram posts. There are in advance of posts with more than 10 pictures in a carousel along with the option to add captions to a picture in a carousel, but I believe this is only available to larger accounts since I've searched for both with no luck. When we have more than ten events to announce I add the flyers in one page and lead the carousel with that.

Other Notes:

I have been studying ways to boost our pages for both accounts and experimenting with different suggestions. Lately I have been looking at other library accounts and engaging with their content. I have also been engaging more with local accounts to foster the community aspect of our page.

Respectfully Submitted,
Alethea Pape (8/1/26)

OFFICIAL BALLOT

MAMAKATING LIBRARY

August 18th, 2026

INSTRUCTIONS

1. Mark in pen.
2. To vote on a proposal, make a cross X mark or a check ☒ mark in one of the voting squares contained in the box setting forth such proposal.
3. To vote for a candidate, make a cross X mark or a check ☒ mark in the voting square alongside the name of the candidate or write-in a name and mark that box in the space provided.

PROPOSITION I

The Trustees of the Mamakating Library shall be authorized to increase the tax levy in the amount of \$35,000 in 2027.

☐

YES

☐

NO

ELECTION OF TRUSTEE

CANDIDATES FOR FOUR YEAR TERMS ENDING 2030 (Choose 2):

☐

THOMAS DEPAULO

☐

JENNIFER HOLMES

☐

ELECTION OF TRUSTEE

CANDIDATES TO FILL VACANCY OF TERM ENDING 8/27 (Choose 1):

☐

SAMUEL MEYER

☐

LEGAL NOTICE MAMAKATING LIBRARY

Notice is hereby given that Town of Mamakating residents who are registered voters living within the Pine Bush, Monticello or Minisink Valley school districts will cast ballots on one proposition and elect three (3) members of the Board of Trustees.

Proposition:

The trustees of the Mamakating Library shall be authorized to increase the tax levy in the amount of \$35,000 in 2027.

Election:

Voters will be asked to elect two(2) members of the Board of Trustees for a four year term of office; petitions submitted by Thomas DePaulo & Jennifer Holmes. Voters will also be asked to elect one member of the Board of Trustees to fill a vacated seat through August 2027; petition submitted by Samuel Meyer.

Voting will take place on Tuesday, August 18th from 3:00 to 8:00pm at the Mamakating Library, 128 Sullivan Street, Wurtsboro, New York.

Absentee ballot applications may be requested in person at the Mamakating Library, by phone at 845-888-8004, or by email at mam@rcls.org. Absentee ballots must be received by the close of voting on August 18th.

By order of the Board of Trustees of the Mamakating Library
Barbara Semonite, Election Secretary