

Catskill Public Library

Board Meeting Minutes

April 21, 2021

Location: online; Zoom meeting was recorded.

Call to Order: 7:01

Present: Trustees: Ms. Tieger, Ms. Schamerhorn, Ms. Klein, Mr. Bagnell, Ms. Fox.
Library Director: Sue Ray. Branch Manager: Bathsheba Orlando. Staff: Crystal DiRaffaele.
Bookkeeper: Joan Miller.
Excused: Mr. Maloney and Ms. Puglisi.
Auditors: Nicole Overbaugh, Matthew VanDerbeck from UHY.

- **Motion:** The minutes from the March 17 meeting passed with corrections.

Reports:

Auditors report was submitted by Mr. VanDerbeck.

- **Motion:** To accept the Auditor's Report, by Ms. Schamerhorn, seconded by Ms. Tieger. The Auditor's Report passed without objection.

Treasurer's Report was submitted by Ms. Schamerhorn.
The Treasurer's Report was read.

Mr. Maloney approved the Check Register.

The Director's Report was sent ahead of time via email by Ms. Ray.
Ms. Ray and Ms. Puglisi are working on content for the new website.
Discussion of insurance on Prometheus Bound.
Patrons will have access to the Cole House while Prometheus Bound is travelling.

- **Motion:** The Director's Report passed without objection.

Head Librarian's report

Ms. Puglisi's report was sent ahead of time via email.

Palenville Branch Manager's Report

Ms. Orlando's report for March and April was sent ahead of time via email.

- **Motion:** The Branch Manager's Report was accepted without objection.

Cultivate Catskill asked if we can put up a sign in the yard for the trunk sale. Board agreed to CC's sign. Board will consider a policy for signs in the yard.

EDI

Helene Tieger. CPL will look into speakers offered by ALA. Ms. Tieger asks for a DEI plan by next month's meeting.

Turning Outward

Board is asked to participate in a mock meeting. Ms. Ray will send out an email invitation.

Board Action Items

Annual Report

Ms. Ray will resend Annual Report for review at the May board meeting.

Board Members are required to attend one Board Training event a year.

Discussion of Communications Policy. Communications Policy will be presented to the Board for approval at the May meeting.

Ms. Klein moves that we go into executive session. The Board went into Executive Session at 8:28. The Board comes out of Executive Session at 8:40.

- **Motion:** To award a bonus of \$1,000 to Bathsheba Orlando for Exceptional Service, by Ms. Klein, seconded by Ms. Tieger. The Motion carried without objection.

Ms. Ray will advertise for people who are interested in becoming a Trustee on the Catskill and Palenville Facebook page. Board will discuss qualifications for Board membership via email.

Motion: To adjourn, by Ms. Schamerhorn, seconded by Ms. Klein. The Motion carried without objection.

Adjournment: Adjourned 8:59.

Next meeting date: May 19, 2021 at 7:00pm. Location: Online, unless things change.

Respectfully submitted by Ms. Klein.