

**Catskill Public Library
Board Meeting Minutes
July 21, 2021 Agenda
Location Catskill Public Library
Call to Order at 7:00 PM**

Trustees Present: Mr. Bagnell, Mr. Mahoney, Ms. Fox, Ms. Wilson. **Excused:** Ms. Tieger

Called to order and welcomed all guests

Motion to add nominee Erin Koen to CPL Board

Motion: Michel Mahoney **2nd:** Vicky Wilson **Motion Carried.**

Approved minutes from 5/21/21 and 6/21/21.

Reports:

Treasurer report: Everything remains the same within budgeted lines. Fall working budget to be developed.

the Treasurers report was read.

The check register was reviewed and signed off by Treasurer V. Wilson

Director's Report: Interim Director Beth Hague spoke to the direction she is leading the library, and discussed the status on staffing and new hires.

Introduced new librarians: Emily McCabe (Youth Services) and Gabriel Kane (Adult Services).

Proposed building repairs: Exterior lights have been installed, the plan is to install security cameras over all exits have been made. Beginning stages of planning to paint the exterior of the building prior to winter.

Assistant to Director Joan Miller submitted a written report.

Director's & Assistant report(s): Accepted.

Branch Manager report: Accepted

Directors Search

Ms. Tieger had been excused from this meeting, previously she has reported that she is looking for ways to increase search area.

Website and related programs:

Willingness, support and over sight offered to be provided from Vicky and Erin due to level of experience with computer programming. At this time, things seem to be in order, new staff knows to consult with them as needed.

Action Items: - changes to library positions

Elimination of Head Librarian IT position

Elimination of Head of Circulation position

Approved job description of Senior Library Clerk (already established within Civil Service)

Approved job description of Library Program Support Clerk position (new to Civil Service)
**Motion to accept changes to library positions: Motion: Erin Koen 2nd: Vicky Wilson,
Motion Carried.**

Next Meeting Date: August 18, 2021 7:00 pm at the Catskill Library
Rishema Fox will be on vacation during next meeting.

**Motion to enter Executive Session Motion: Michael Maloney 2nd: Erin Koen
Motion Carried.**

Executive Session began 8:04 PM without presence of guest(s) to discuss direct impact of the elimination of Head of Circulation position and concerns raised. Resolved that letters will be written on behalf of the individual staff member whose position may be directly affect by adjustments and/or organizational changes.

**Executive Session Ended: Motion: Erin Koen 2nd: Vicky Wilson
Motion Carried.**

**Motion to adjourn: Motion: Vicky Wilson 2nd: Rishema Fox
Motion Carried.**