

**Board Meeting Minutes**

**08/17/2022**

**Location: Catskill Public Library and via Zoom**  
**Call to Order: 7:06 PM**

**Present:** Helene Tieger, Gil Bagnell, Mike Maloney, Rishema Fox, Erin Koen  
**Via Zoom: Trustee:** Vicky Wilson **Staff:** Bathsheba Orlando  
**Staff:** Caroline Ford, Joan Miller

**Welcomed Guest Nicole Overbaugh from UHY to present**  
**2021 Financial Audit and Library 990 Tax return**

**Approved without objection**

**Motion to approve Minutes from June 15, 2022**

**Erin Koen; 2<sup>nd</sup>: Gil Bagnell**

**Reports:**

Treasurer report	Mike Maloney	<b>Approved without objection</b>
Director report	Caroline Ford	<b>Approved without objection</b>
Branch Manager report	Bathsheba Orlando	<b>Approved without objection</b>
Youth Services Liberian report	Emily McCabe (not present)	<b>Approved without objection</b>
Circulation & OverDrive reports	Not provided this evening; reports are being revamped.	

**Old Business:**

**Update on exterior construction:**

**Mike Maloney**

- Work is getting done
- No end date has been specified because it depends on materials
- Safety is not a concern at this time
- Reviewed looking into/at harm for 3<sup>rd</sup> parties in the future
- Joan to check in with Contractors on a possible end date
- Installation of elevators and cost reviewed

**Update regarding renewal of Palenville Lease:**

**Mike Maloney**

- Lease is up in December
- Dan Sousa sent information regarding rates for 2023 and 2024, which include a 4% increase each year.
- Discussion of leasing options to propose to Mr. Sousa and other possible options for the future, such as purchasing property in Palenville

**Approved without objection**

**New Business:**

**Employee Handbook Sections 410 and 800.**

**Caroline Ford**

-A discrepancy was found pertaining to the number of weeks' notice to be given at resignation. Section 400 states two weeks, and Section 800 states three.

**Motioned: Section 410 to be changed to three weeks**

**Erin Koen; 2<sup>nd</sup>: Gil Bagnell**

**Meeting Room Policy**

-Ms. Ford would like to amend the current policy, which prohibits all commercial solicitation by groups using the meeting rooms. Ms. Ford would like an exception to be made for library-sponsored programs such as author talks or musical acts, where the sale of books or CDs may be allowed as a convenience to program attendees. She cited an example from the Kingston Library, where a local author, Aki Ashe, who wrote *Dress of Success*, could do his program here in Catskill and offer for sale his book.

**Caroline Ford**

**Approved concept without objection. An amended policy is to be written and finalized at the next meeting.**

**DRI Grant:**

- Reviewed grants and options provided
- Reviewed visions for the library and how the grant would be applied
- Everyone is encouraged to continue brainstorming options
- Village Meeting "Community Dialogue" is scheduled for Monday, August 22, 2022, 7:00 – 8:30 PM at Left Bank Ciders, 150 Water St. in Catskill.

**All Attendees**

**Minute for the Record: Approval of Quote from General Security/S&F to upgrade Ethernet System in Catskill.**

**Motioned to Ratify:**

**Gil Bagnell, 2<sup>nd</sup> Michel Maloney**

**Motion to enter Executive Session @ 9:10 PM**

**Approved without objection**

**Motion to end Executive Session @ 9:55 PM**

**Approved without objection**

**Motion to acknowledge Joy Vanucchi, Ashley Pinelli, and Allie Rappleyea's exemplary work in Palenville during summer reading.**

**Erin Koen, 2<sup>nd</sup>: Gil Bagnell**

**Motion to adjourn at 9:57 PM**

**Approved without objection**

**Next meeting at 7 PM on 9/21/22 at 1 Franklin St., Catskill, NY.**

**Rishema Fox, Secretary**