



1 Franklin St.
Catskill, NY 12414
(518) 943 - 4230
(518) 943 - 1439
catskillpubliclibrary.org

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; 2nd: Gil Bagnell

Reports:

Treasurer report	Mike Maloney	Approved without objection
Director report	Caroline Ford	Approved without objection
Branch Manager report	Bathsheba Orlando	Approved without objection
Youth Services Liberian report	Emily McCabe (not present)	Approved without objection
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 3rd 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; 2nd: Gil Bagnell



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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, 2nd 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, 2nd: 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