



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

**Board Meeting Minutes
March 22, 2023**

**Location: Catskill Library and Zoom
Called to order: 7:04 PM**

Present: Mike Maloney, Gil Bagnell, Helene Tieger, Rishema Fox, Sarah Decker, Megan Henry
Present Via Zoom: Bathsheba Orlando, Dale LaGue, Emily McCabe
Staff: Caroline Ford, Joan Miller

Motion to approve Minutes February 15, 2023

Gil Bagnell; 2nd Rishema Fox

Reports:

Director report	Caroline Ford
Branch Manager report	Bathsheba Orlando
Adult Services Librarian	Dale LaGue
Youth Services Librarian report	Emily McCabe

**Sarah Decker, 2nd Michael Maloney,
Helene Tieger, 2nd Megan Henry
Megan Henry, 2nd Rishema Fox
Gil Bagnell, 2nd Rishema Fox**

New Business:

Policies for approval:

Incident Report Policy and Incident Report Form:

Motion to approve additions around the information of suspected child abuse and contact information, as well as, date and time of form

Michael Maloney; 2nd Megan Henry

Patron Complaint Policy and Patron Complaint Form:

Motion to approve Patron complaint policy and form

Gil Bagnell, 2nd Michael Maloney

Public Comment Policy:

As per the bylaws, public comments takes place at the end of the meetings. Reviewed that should someone have a complaint, they should be directed to file a complaint utilizing the Patron Complaint Form

Motion to approve Public Comment Policy

Gil Bagnell, 2nd Sarah Decker

Technology Plan Policy

Motion to approve amended Technology Policy

Megan Henry 2nd Helene Tieger

Fine Free:

Motion to approve Fine Free Policy

Gil Bagnell, 2nd Helene Tieger

Discussion and review of FY 2022 Annual Report

Motion to accept FY 2022 Annual Report

Megan Henry, 2nd Gil Bagnell

Discussion and review of Long-Range Plan Variance to submit to NYS with Annual Report

Variance signed by Board President



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Fiscal Year 2023 Spring Working Budget:

Discussion regarding the adoption of the 2023 Spring Working Budget

Gil Bagnell, 2nd Sarah Decker

Executive Session entered at 8:08 PM to discuss personnel matters

Megan Henry, 2nd Gil Bagnell

Executive Session adjourned at 8:30 PM

Sarah Decker, 2nd Michael Maloney

Fiscal Year 2023 Spring Working Budget 2023:

Motion to accept 2023 Spring Working Budget

Megan Henry, 2nd Gil Bagnell

Discussion and review of Fiscal Year 2024 proposed budgets with a tax levy increase of 3.88% or a tax levy increase of 4.63% for public vote.

Fiscal Year 2024 Budget at 4.63%

Motion to approve and submit for public vote the proposed Fiscal Year 2024 Budget at 4.63%

Gil Bagnell, 2nd Sarah Decker

Meeting adjourned at 9:21 PM

Michael Maloney, 2nd Rishema Fox

Next meeting will be held at 7:00 pm on 4/19/23 at Catskill Public Library, 1 Franklin Street, Catskill NY.

Respectfully Submitted,

Rishema Fox, Secretary