

**Board Meeting Minutes**

**August 16, 2023**

**Location: Catskill Public Library and Zoom**

**Called to order: 7:10 PM**

**Present:** Gil Bagnell, Helene Tieger, Michael Maloney, Sarah Decker

**Excused:** Rishema Fox, Meghan Henry

**Present Via Zoom:** Staff Bathsheba Orlando & Dale LaGue

**Staff:** Dawn Jardine, Joan Miller, Emily McCabe

**Motion to approve July 19, 2023 Minutes**

**M. Maloney, 2<sup>nd</sup> Helene Tieger**

**Reports:**

**All approved without objection**

**Treasurer report** Michael Maloney

**Director report** Dawn Jardine

**Branch Manager report** Bathsheba Orlando

**Adult Services Librarian** Dale LaGue

**Youth Services Librarian** Emily McCabe

**Old Business:**

**Director Search** Topic Moved to Executive Session, GB

**Long-Range Planning:** **Approved without objection**

See ***“Interim Planning Memo”***. G. Bagnell suggests that a committee be formed and meet within the next week to lay the groundwork for developing a long-range plan. Helene Tieger, Sarah Decker, and Gil Bagnell will meet and start the work and continue brainstorming and developing the plan via emails to the board and interim manager.

**Exterior painting project update:** **Dawn Jardine**

This is the week sealed bids are being accepted, to be opened on Monday, the 21<sup>st</sup>.

**Status of Athens Gen PILOT:** **M. Maloney, D. Jardine, J. Miller**

The PILOT has been signed, and the Library will now work with the School Board to determine our portion of the levy. D. Jardine and J. Miller are in touch with Lissa Jileck (Catskill School) and April Ernst (Greene County IDA) and will advise.

**New Business:**

**Policies for Approval:**

- Challenge of Library Resources
- Program Policy
- Program Suggestion Form
- Recording by the Public in the Library
- Photo Release Form for Adults

**Motion to approve: M. Maloney, 2<sup>nd</sup> Helene Tieger**

- Request for Reconsideration of Library Resource
- Programming Suggestion Policy
- Program Agreement and Terms
- Recording During Library Programs or Events
- Photo Release Form for Minors

**Palenville Schedule**

**B. Orlando, D. Jardine; approved without objection**

Due to a staffing shortage, Ms. Orlando requests that the Palenville Branch be closed on Saturday, September 2<sup>nd</sup>. (Typically, it is open for 3.5 hours on Saturdays). Ms. Jardine further explains that the 2 new clerks will be cross-trained in Palenville to alleviate shortages in the future.

**Trustee Education**

**M. Maloney**

Mr. Maloney talked about available webinars via MHLS and reminded all that they must complete 2 hours of training annually. Ms. Jardine talked about GCLA and R. Smith-Aldrich hosting Board Training at the Cairo Library. Board members agreed that it would be great to attend a training rather than a webinar; Ms. Jardine will research further.

**Motion to Enter Executive Session @ 7:45 pm**

**M. Maloney, 2<sup>nd</sup> H. Tieger**

**Motion to Adjourn Executive Session @ 8:13 pm**

**S. Decker, 2<sup>nd</sup> M. Maloney**

**Results:**

**Ms. Orlando, Ms. Jardine, and Mr. Maloney will resume talks with Palenville Landlord Dan Souza in September.**

**Mr. Bagnell will amend the proposed "Director Search Procedures," and H. Tieger, 2<sup>nd</sup> by M. Maloney, made the Motion to approve the Director Search Procedure with amendments.**

**The meeting adjourned at 8:17 PM**

**S. Decker, 2<sup>nd</sup> Helene Tieger**

**The next meeting is to be held at 7:00 PM on 9/20/23 at the Palenville Branch Library, 3303 Route 23A, Palenville, NY.**

**Respectfully Submitted,**

**Joan Miller for Rishema Fox, Secretary**