

Ellenville Public Library & Museum

January 19, 2020 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, Dawn Conklin, absent with just cause, Pam Buckwalter

I. Call to order 6:08 pm (DO)

Pledge of Allegiance

II. Minutes

- a. **MOTION:** accept the minutes for December (KW-E/EL/unanimous)
 - i. The minutes are in the shared google drive

III. Financial Reports

- A. Treasurer's report
 - a. **MOTION:** accepted (KW-E/MM/unanimous)
- B. Bills to be paid
 - a. **MOTION:** accepted (EL/MM/unanimous)
- C. Budget analysis
 - a. **MOTION:** accepted (KW-E/EL/unanimous)

IV. Petitioners

- a. None

V. Correspondence

- a. We received a donation from Colleen Dechon

VI. Committee Reports

- A. Building & Grounds
 - a. We need to discuss a plan of action for upcoming projects
 - i. The buildings and grounds committee will meet tomorrow to discuss
- B. Personnel Committee
 - a. Progress with Civil Service is moving slowly and steadily, but there have been hiccups due to COVID restrictions
- C. Museum Committee
 - a. No report
- D. Planning Committee
 - a. No report

VIII. Old Business

- a. None

IX. New Business

- a. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - a. MOTION: to purchase one iPad at the rate of \$1,500 for public use (KW-E/EL/unanimous)
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached
- b. Budget Vote is set for April 20th (EL/MM/unanimous)
- c. Executive Session entered at 6:26, not to reconvene (EL/MM/unanimous)

THE NEXT BOARD MEETING WILL BE TUESDAY FEBRUARY 16, 2021

Ellenville Public Library & Museum

February 12, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Pam Buckwalter, Walsh-Eckert, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, attorney Dawn Conklin

I. Call to order 6:12 pm (DO)

Pledge of Allegiance

II. Minutes

- a. **MOTION:** accept the minutes for January (PB/MM/unanimous)
 - i. The minutes are in the shared google drive

III. Financial Reports

- A. Treasurer's report
 - a. **MOTION:** accepted (EL/MM/unanimous)
- B. Bills to be paid
 - a. **MOTION:** accepted (EL/MM/unanimous)
- C. Budget analysis
 - a. **MOTION:** accepted (EL/MM/unanimous)

IV. Petitioners

- a. None

V. Correspondence

- a. None

VI. Committee Reports

- A. Building & Grounds
 - a. Continuing discussion with agencies before bringing motions to the board regarding library improvements
 - b. We are looking for spring clean up quotes from local landscaping businesses
- B. Personnel Committee
 - a. Progress with Civil Service continues
- C. Museum Committee
 - a. No report
- D. Planning Committee
 - a. No report

VIII. Old Business

- a. None

IX. New Business

- a. We received a pilot payment from Kohl's Warehouse
- b. We were asked to be a polling place for primaries, election day as well as for early voting.
- c. We are partnering with the school and the My Brother's Keeper grant.
- d. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- see attached
 - a. Programs are during the day and are often inaccessible, but they can be viewed on YouTube.
 - C. Museum Manager- see attached
 - D. The board would like to take a moment of silence for local artist and library advocate Sally Berger and educator MaryEllen Guba.
- e. Motion to adjourn 6:30 (DO/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY MARCH 15, 2021

Ellenville Public Library & Museum

March 15, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Pam Buckwalter, Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, attorney Dawn Conklin

I. Call to order 6:01 pm (DO)

Pledge of Allegiance

II. Minutes

- a. **MOTION:** accept the minutes for February (KW-E/MM/unanimous)
 - i. The minutes are in the shared google drive

III. Financial Reports

- A. Treasurer's report
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - i. The General CHB CD needs should added to our Sterling savings account and should not be listed on our report.
- B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)

IV. Petitioners

- a. None

V. Correspondence

- a. Mary Sheely (Chamber of Commerce) asked if we could participate in their community calendar.

VI. Committee Reports

- A. Building & Grounds
 - a. **MOTION:** To accept the bid from Advanced Disaster Recovery up to \$200,000 from the fund balance for necessary renovations and capital improvement (EL/KW-E/unanimous)
 - b. We need to reach out for new bids for carpet removal and tile/laminate flooring for the entire library
 - c. We also need bids for repainting the library after the remediation.
 - d. **MOTION:** To accept Landscape Innovators' bid for Spring Cleanup (KW-E/MM/DO- abstain)
- B. Personnel Committee
 - a. Progress with Civil Service continues, we had 3 people apply for the position
 - b. There is a temporary full-time employee who will be losing their full-time status in March. We will need to hire a new full-time employee.
 - c. Contract negotiations continue
 - d. Enter executive session at 6:50, exiting at 7:03 (DO)
- C. Museum Committee

a. No report

D. Planning Committee

a. No report

VIII. Old Business

a. Budget Vote- needs to be approved by March 29th at 6 pm

IX. New Business

a. Reports were emailed to the board and will be attached

A. Director/Children's Librarian Report- see attached

B. Adult/Teen Programmer- see attached

a. Programs are during the day and are often inaccessible, but they can be viewed on YouTube.

C. Museum Manager- see attached

X. MOTION: approve the annual report as submitted (KW-E/EL/unanimous)

XI. Pandemic Operations Plan

MOTION: to adopt the Pandemic Operations Plan (KW-E/MM/unanimous)

XII. Long Range Plan- we need it submitted to the state by August of 2021 or else we will need an extension

Motion to adjourn 7:23 (KW-E/PB/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY April 19, 2021

Ellenville Public Library & Museum

April 19, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Pam Buckwalter, Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, attorney Dawn Conklin

- I. Call to order 6:08 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for March (KW-E/PB/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. None
- VII. Committee Reports
 - A. Building & Grounds
 - a. Everything looks amazing with the renovations in the library (mold remediation)
 - b. We should have the library repainted before the floors are done.
 - c. The parking lot also needs to be sealed and repainted.
 - B. Personnel Committee
 - a. An advertisement went out through RCLS for a new director. Seven resumes were received.
 - b. Executive Session entered at 6:15 (DO), ending at 6:46 (DO)
 - c. Contract negotiations continue
 - C. Museum Committee
 - a. No report
 - D. Planning Committee
 - a. No report
- VIII. Old Business
 - a. Budget Vote- 9:30 am- 8:00 pm tomorrow
 - b. Building

- i. Locks need to be improved/updated
- c. Reopening- the library needs to return to regular operating hours

IX. New Business

- a. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

The board would like to thank Susan for all of her hard work during these challenging times.

Motion to adjourn 6:57 (KW-E/PB/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY May 17, 2021

Ellenville Public Library & Museum

May 17, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Pam Buckwalter, Kate Walsh-Eckert, Erin Levine, acting director Susan Mangan, attorney Dawn Conklin, absent with cause, Michelle Mainolfi

- I. Call to order 6:07 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for March (KW-E/PB/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. We received communication from Oswald Law stating that David Kotick left his collection of books to the library after his passing. The library staff and patrons miss him and would lovingly accept his books.
 - i. **MOTION:** To accept the donation of books on behalf of David Kotick's estate (KW-E/PB/unanimous)
- VII. Committee Reports
 - A. Building & Grounds
 - a. Everything looks amazing with the renovations in the library (mold remediation)
 - b. We are working on finding someone to fix the A/C units.
 - c. The flooring will be replaced next.
 - d. **MOTION:** to approve Paul Pinkerous's bid for sealing and repainting the parking lot (EL/KW-E/unanimous)
 - e. We need to have the chimney capped to prevent birds and other critters from entering the museum.
 - f. The exterior of the museum needs to be repaired. That will be our. Next focus after the repairs in the library.
 - B. Personnel Committee
 - a. The first round of interviews will start later this week.
 - b. Contract negotiations continue.
 - C. Museum Committee

- a. **MOTION:** to approve ADM's proposal to digitize newspapers (KW-E/PB/unanimous)
- D. Planning Committee
 - a. No report

VIII. Old Business

- a. The library is operating on their normal business hours.
- b. Masks are still required for unvaccinated staff/patrons/children inside the library.

IX. New Business

- a. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

MOTION: to approve the RCLS Free Direct Access Plan (EL/PB/unanimous)

The board continues to thank Susan for all of her hard work during these challenging times.

Motion to adjourn 7:12 (KW-E/EL/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY June 21, 2021

Ellenville Public Library & Museum

June 21, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Pam Buckwalter, Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, attorney Dawn Conklin

- I. Call to order 6:03 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for May (KW-E/PB/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. We received communication from the Shadowland requesting to be a contributor. While we love and support the Shadowland, we are not within our rights to donate.
 - b. A letter from the estate of Iris Stedner was sent informing us that the accounting for the estate was received. We have no objections to the accounting and do not need to take any further actions at this time.
- VII. Committee Reports
 - A. Building & Grounds
 - a. The parking lot was striped and resealed.
 - b. We are working on finding someone to fix the A/C units.
 - c. The flooring will be replaced next, then painting of the library.
 - B. Personnel Committee
 - a. Entering Executive Session to discuss matters of personnel at 6:19; exiting at 6:52
 - b. Contract negotiations continue.
 - C. Museum Committee
 - a. Reorganization for committees will be in July.
 - D. Planning Committee
 - a. No report
- VIII. Old Business

- a. **MOTION:** to accept the wording as presented by Susan to update the Circulation Policy (KW-E/PB/unanimous)
- b. For the safety of our children, patrons will still be required to wear masks in the Children's Library

IX. New Business

- a. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

MOTION: To approve the RCLS Plan of Service for 2022-2026 (KW-E/EL/unanimous)

MOTION: To approve the amendment to the NYS safety plan (EL/KW-E/unanimous)

The board continues to thank Susan for all of her hard work during these challenging times.

Motion to adjourn 7:25 (EL/KW-E/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY July 19, 2021

Ellenville Public Library & Museum

July 19, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, attorney Dawn Conklin, absent with cause Pam Buckwalter

- I. Call to order 6:00 pm (DO)
- II. Pledge of Allegiance
- III. Oath of Office- Michelle Mainolfi
- IV. Motion to amend the organizational chart “Officers of the Ellenville Public Library and Museum” adding Kate Walsh-Eckert to the Technology Committee and Erin Levine to the Museum Committee (KW-E/MM/unanimous)
- V. Minutes
 - a. **MOTION:** accept the minutes for May (KW-E/MM/unanimous)
 - i. The minutes are in the shared google drive
- VI. Financial Reports
 - A. Treasurer’s report
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- VII. Petitioners
 - a. None
- VIII. Correspondence
 - a. None
- IX. Committee Reports
 - A. Building & Grounds
 - a. The board would like to thank Roseanne for her hard work on the parking lot.
 - b. The library needs to be painted, the floor still needs to be done and the air conditioning needs to be updated.
 - B. Personnel Committee
 - a. Entering Executive Session to discuss matters of personnel at 6:12; exiting at 6:28
 - b. Contract negotiations continue.
 - C. Museum Committee
 - a. No report
 - D. Planning Committee
 - a. No report

VIII. Old Business

- a. None

IX. New Business

- a. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - a. The library was asked to be a pick up location for a local CSA.
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

The board continues to thank Susan for all of her hard work during these challenging times.

Motion to adjourn 6:37 (MM/KW-E/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY August 16, 2021

Ellenville Public Library & Museum

August 30, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, Pam. Buckwalter, acting director Susan Mangan, attorney Dawn Conklin,

Call to order 6:05 pm (DO)

- I. Pledge of Allegiance
- II. Moment of Silence for our local community members Danielle Kearney and Skippy Hull who passed from COVID this month.
- III. Minutes
 - a. **MOTION:** accept the minutes for July (KW-E/MM/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. None
- VII. Committee Reports
 - A. Building & Grounds
 - a. The library needs to be painted, the floor still needs to be done and the air conditioning needs to be updated.
 - B. Personnel Committee
 - a. Entering Executive Session to discuss matters of personnel at 6:24; exiting at 6:56
 - b. Contract negotiations continue.
 - C. Museum Committee
 - a. In abeyance
 - D. Planning Committee
 - a. In abeyance
- VIII. Old Business

- a. Reopening- Due to a rise in COVID, masks are mandatory for all staff and guests over 2 years of age (regardless of vaccination status) as of 8/24/21

IX. New Business

- a. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- forthcoming

The board continues to thank Susan for all of her hard work during these challenging times.

Motion to adjourn 7:10 (MM/KW-E/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY September 20, 2021

Ellenville Public Library & Museum

September 20, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, Pam. Buckwalter, acting director Susan Mangan, attorney Dawn Conklin

Call to order 6:05 pm (DO)

- I. Pledge of Allegiance
- II. Recognition of service for Rosanne Tedesco. The board would like to formally thank Rosanne for her 32.5 years at the library and wish her well on her retirement.
- III. Minutes
 - a. **MOTION:** accept the minutes for August (KW-E/MM/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. We need to move the fund balance into our budget
 - b. **MOTION:** accepted (EL/KW-E/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (EL/KW-E/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. None
- VII. Committee Reports
 - A. Building & Grounds
 - a. Flooring bids were handed in from Rosendale and Bruce's Carpet
 - b. **MOTION:** To accept the bid from Rosendale (KW-E/EL/unanimous)
 - c. **MOTION:** To accept the bid from CertaPro Painters to paint the library, community room and gallery link (EL/KW-E/unanimous)
 - d. Meeting date to discuss entry way repairs September 28th at 6:30
 - B. Personnel Committee
 - a. Entering Executive Session to discuss matters of personnel at 6:39; exiting at 6:45
 - b. Contract negotiations continue.
 - C. Museum Committee
 - a. We need to formulate a plan for repairs to tackle in the spring. Vendors will be approached for bids to repair items in the museum.

- D. Budget and Planning Committee
 - a. In abeyance

VIII. Old Business

- a. We discussed issues with the community misusing library grounds

IX. New Business

- a. **MOTION:** The Board of Trustees of the Ellenville Public Library, on this day of 21st of September 2021 approved a resolution to accept the Ramapo Catskill Library System 2022 Budget, as presented (MM/PB/unanimous)
- b. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- see attached
 - B. Adult/Teen Programmer- forthcoming
 - C. Museum Manager- see attached

Motion to adjourn 7:10 (KW-E/MM/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY October 18, 2021

Ellenville Public Library & Museum

October 18, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Pam Buckwalter & attorney Dawn Conklin. Absent: Trustee Erin Levine & acting director Susan Mangan.

Call to order 6:08 pm (DO)

Pledge of Allegiance.

Minutes

MOTION: accept the minutes for September (KW-E/MM/unanimous)
The minutes are in the shared google drive

Financial Reports
Treasurer's report

MOTION: accepted (KW-E/MM/unanimous)
Bills to be paid
MOTION: accepted (KW-E/MM/unanimous)
Budget analysis
MOTION: accepted (KW-E/MM/unanimous)

Petitioners
a. None

Correspondence
b. Thank you note from Roasanne Tedesco for the flowers and plaque.

Committee Reports

Building & Grounds:

The Library will be closed for the remainder of this week due to health concerns for our patrons while the interior of the Library is being painted. The library hrs will be advertised on our website, Instagram and Facebook. The library community room will be open this Saturday October 23rd for voting, 10:00 am to 3:00 pm. Library will reopen on Monday October 25th.

Personnel Committee

Entering Executive Session to discuss matters of personnel at 6:35; exiting at 6:45
Our counter proposal is being prepared for the contract negotiations.

A. Museum Committee

a. In abeyance

B. Budget and Planning Committee

a. In abeyance

New Business

a. Reports were emailed to the board and will be attached

Director/Children's Librarian Report- forthcoming

Adult/Teen Programmer- see attached

Museum Manager- forthcoming

Motion to adjourn 6:55 (KW-E/PB/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY November 15, 2021

Ellenville Public Library & Museum

November 9, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Pam Buckwalter, Erin Levine, acting director Joyce Cates, absent with cause director Susan Mangan,

- I. Call to order 6:00 pm (DO)
- II. Pledge of Allegiance
- III. **MOTION:** to approve the rental of three U-HAUL pods for three weeks while the library flooring is replaced, not to exceed \$1,000 (KW-E/EL/unanimous)
- IV. **MOTION:** Due to the extraordinary demands library renovations and a staff shortage, the board approves overtime hours for up to 45 hours for full-time staff and up to 24 hours part-time staff, if need be while renovations are taking place (MM/KW-E).
- V. **MOTION:** entering executive session at 6:16 pm to discuss matters of personnel, exiting at 6:20 (DO/MM).
- VI. **MOTION:** To appoint Joyce Cates as acting director while Susan Mangan is on leave (EL/PB/unanimous).
- VII. The board would like to thank Joyce for all of her hard work and dedication during these stressful times in the library.

THE NEXT BOARD MEETING WILL BE MONDAY NOVEMBER 15, 2021.

Ellenville Public Library & Museum

November 15, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, Pam Buckwalter, acting director Joyce Cates, attorney Dawn Conklin, absent with cause Susan Mangan

- I. Call to order 6:00 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for October (EL/MM/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. A letter was received by CSEA discussing matters of personnel.
 - b. A thank you card was received for the donations of dignity on behalf of the Ulster Heights Methodist Church
 - c. The Town of Rochester Food Pantry thanked us for our donations towards their food pantry.
- VII. Committee Reports
 - A. Building & Grounds
 - a. The flooring was removed from the main library and cement was put down to help level the floor and act as a barrier between the old glue and the new floor. The dumpster will be delivered tomorrow to pick up carpet tiles.
 - b. **MOTION:** to extend the closure of the library during renovations pending completion of the floor (KW-E/EL/unanimous)
 - c. Kate noted that there should be pictures taken during the entire process.
 - d. The library needs new furniture (tables, chairs) now that the renovations are underway.
 - e. The museum needs some renovations to the interior and exterior.
 - f. The library is in desperate need of a Friends Group.
 - B. Personnel Committee
 - a. Contract negotiations continue.
 - b. There needs to be a reconfiguring of staff
 - C. Museum Committee

- a. We need to look back into our reports to see what repairs are needed and in what order.

D. Planning Committee

- a. No report

VIII. Old Business

- a. None

IX. New Business

- a. **MOTION:** to approve the Holiday Closing Calendar for 2022 as presented (EL/PB/unanimous)
- b. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- no report
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

The board continues to thank Joyce for all of her hard work during these challenging times.

Motion to adjourn 6:59 (EL/MM/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY December 20, 2021

Ellenville Public Library & Museum

December 20, 2021 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Michelle Mainolfi, Erin Levine, Pam Buckwalter, Susan Mangan, attorney Dawn Conklin

- I. Call to order 6:04 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for November (KW-E/MM/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (KW-E/EL/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. A letter was received from the NYSPERB office with the appointment of the mediator for negotiations.
- VII. Committee Reports
 - A. Building & Grounds
 - a. The flooring was replaced in the library, with bits and pieces that need to be fixed before the final check is released.
 - b. The A/C is next to be replaced in the library.
 - c. Staff is in the process of picking new furniture.
 - d. **MOTION:** to approve the snow removal quote from Jim Hyatt (PB/MM/unanimous)
 - B. Personnel Committee
 - a. The board would like to welcome back Susan Mangan and thank Joyce for all of her hard work.
 - b. Contract negotiations continue Monday, January 24th.
 - C. Museum Committee
 - a. Meeting pending.
 - D. Planning Committee
 - a. No report
- VIII. Old Business

- a. The entire staff did a phenomenal job moving books and furniture while the floor was being replaced.

IX. New Business

- a. There are online exhibits that are expanding with the town which are very exciting.
- b. DEMCO- book carts need to be replaced
 - i. **MOTION:** to approve the replacement of library carts (EL/KW-E/unanimous)
- c. Ancestry will now be funded by the library
 - i. **MOTION:** to approve the purchase of an Ancestry subscription (KW-E/EL/unanimous)
- d. Reports were emailed to the board and will be attached
 - A. Director/Children's Librarian Report- no report
 - B. Adult/Teen Programmer- see attached
 - C. Museum Manager- see attached

Motion to adjourn 6:30 (PB/KW-E/unanimous)

THE NEXT BOARD MEETING WILL BE TUESDAY, JANUARY 18, 2022