

Ellenville Public Library & Museum

July 21, 2025 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr, Cassie Spoor, Elizabeth Straub, Yolanda Osuba, Moranda Bromberg, acting director Joyce Sharpton, attorney Dawn Conklin, Erin Levine

- I. Call to order 6:00 pm (DO)
- II. Pledge of Allegiance
- III. **Oath of Office:** Moranda Bromberg, Yolanda Osuba. The board thanked Erin Levine for her 10-years on the library board.
- IV. Minutes
 - a. **MOTION:** accept the minutes for June (CS/ES/unanimous)
 - i. The minutes are in the shared google drive
- V. Financial Reports
 - a. Treasurer's report
 - a. E-mailed to the board this week.
 - b. **MOTION:** to acknowledge receipt of financial reports (YO/CS/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (YO/CS/unanimous)
 - i. Note: the cost of lawn maintenance seems excessive. The board wishes to consider looking for bids from other local companies for landscaping.
 - C. Budget analysis
 - a. **MOTION:** accepted (YO/CS/unanimous)
- V. Petitioners
 - a. None
- VI. Correspondence
 - a. None
- VII. Committee Reports
 - a. Building & Grounds
 - i. See above regarding landscaping concerns
 - b. Personnel Committee
 - a. **MOTION:** to accept board and committee appointments for June 2025-2026 with an amendment to making Moranda chair of the Technology Committee. (CS/YO/unanimous).
 - b. We are still looking to fill several positions at the library. A part-time position was recently filled by Amy Gonzales, but we are still looking for full-time clerks.
 - B. Budget/Planning Committee
 - a. None
- VIII. Old Business
 - a. None
- IX. New Business
 - a. Reports were emailed to the board and will be attached
 - i. Director/Children's Librarian Report- see attached
 - ii. Adult/Teen Programmer- see attached
 - iii. Museum Manager- see attached**MOTION:** to accept reports as presented (ES/CS/unanimous)
 - b. The website continues to glitch making navigation difficult for staff and patrons. Paraclete suggested a redesign because it is more cost effective over a new website design. Moranda suggested switching platforms to SquareSpace or similar service. The board will circle back next month when more information on new platforms is available.
 - c. Cassie proposes we use grant money to replace the bathroom, put signage outside and replace the HVAC. Bonnie Meadow offered to work with the library on the grant proposal. Assurances-State Aid for Library Construction Program was looked over by Dawn and she has questions about section 4

MOTION: to accept Motion 2 for HVAC in order to submit for grant funding (CS, ES/unanimous)

MOTION: to accept bid from All Valley Renovations to repair the bathroom (ES/CS/unanimous)

MOTION: to accept bid from Lewis Sign Company, contingent on software upgrades, for electronic signage (CS/YO/unanimous)

d. **MOTION:** to Approval of DLD Assurance Form and Approval of RCLS Assurances Letter as presented (CS/ES/unanimous)

e. **MOTION:** to adopt the Ellenville Public Library & Museum Board of Trustees Bylaws amended adding recommendations to the 2016 bylaws; ARTICLE II number 5, as well as adding the Amendment section I and II (ES/MB/unanimous)

MOTION: to adjourn at 7:33 (MB/ES/unanimous).

THE NEXT BOARD MEETING WILL BE MONDAY AUGUST 18, 2025