

Ellenville Public Library & Museum

June 17, 2024 Board Meeting Minutes

Members Present: Trustees Don Odom Jr, Erin Levine, Catherine Walsh-Eckert, Michelle Mainolfi, attorney Dawn Conklin, acting director Joyce Sharpton, Daniel Tucker

- I. Call to order 6:04 pm (EL)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for May (CW-E/MM/unanimous)
 - i. The minutes are in the shared google drive
- IV. Financial Reports
 - A. Treasurer's report
 - a. E-mailed to the board this week
 - b. **MOTION:** to acknowledge receipt of financial reports (EL/CW-E/unanimous)
 - c. The board has questions regarding a program that seems excessive financially. We would like clarification from Emma prior to the next board meeting.
 - d. Daniel pointed out several budget lines with overages that could be covered with surplus.
 - B. Bills to be paid
 - a. We need a budget analysis and a bills to be paid form for each meeting
 - b. **MOTION:** accepted (CW-E/EL/unanimous)
 - C. Budget analysis
 - a. None at this time
- V. Petitioners
 - a. Cassie Spoor and Lizzy Straub attended the meeting as future and prospective trustees respectively.
- VI. Correspondence
 - a. The board received an endowment from Kathleen McDole for a total of \$103,947.71.
- VII. Committee Reports
 - A. Building & Grounds
 - a. None at this time
 - b. We need a contractor to work on the exterior of the Terwilliger House.
 - B. Planning Committee
 - a. In abeyance
- VIII. Personnel Committee
 - a. **RESOLVED** that paid parental leave for a term of eight weeks in connection with the birth of a child be extended to employees who have a minimum of five years of full-time employment and who are not subject to a collective bargaining agreement. This decision is effective retroactively to January 1, 2024 (CW-E/EL/unanimous)
 - b. We continue to be short staffed and need to canvas for positions.
 - c. **MOTION** to enter executive session to discuss matters of personnel at 6:35 (DO/CW-E/unanimous), ending at 6:52 (DO/ EL/unanimous)
- IX. Old Business
 - a. We need to hire new staff to replace the vacancies.
- X. New Business
 - a. **MOTION:** to accept Lizzy Straub's position as board member, replacing Daniel Tucker's leave from the board (MM/CW-E/unanimous)
 - b. The board would like to acknowledge Kate Eckert's and Daniel Tucker's combined years service to the board and thank her for them for dedication on the library board.
 - c. 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 accept reports as presented (CW-E/EL/unanimous)

MOTION: to adjourn at 7:02 (CW-E/MM/unanimous).

THE NEXT BOARD MEETING WILL BE MONDAY JULY 15th, 2024