

Ellenville Public Library & Museum

March 18, 2024 Board Meeting Minutes as presented by Trustee Tucker

Members Present: Trustees Michelle Mainolfi, Donald Odom Jr, Daniel Tucker, Acting Director Joyce Sharpton, Attorney Dawn Conklin;

Late Arrival: Trustee Erin Levine

Absent With Just Cause: Trustee Catherine Walsh-Eckert

- I. Call to order 6:13 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
 - A. **MOTION** to accept the minutes: (MM/DO/Unanimous)
- IV. Financial Reports
 - A. Treasurer's report
 1. **MOTION:** to acknowledge receipt of financial reports and to pay the bills as presented to the Board. (MM/EL/unanimous)
 - B. Bills to be paid
 1. No comments.
 - C. Budget
 1. President Odom presented starting numbers for beginning the 2025 proposed budget
 2. Recognition that the library has benefited greatly from higher interest rates. This will require discussion for drafting the 2025 budget.
 3. The Board emphasized the need for a budget vs. actuals report every month.
- V. Petitioners
 - A. Presentation: Historical Markers (via Zoom) - Nicole Sorbara and marisa Scheinfeld
 1. Borscht Belt Historical Project
 2. Privately funded marker initiative to install historical markers throughout the Borscht Belt.
 3. Markers will include history for each respective area, erected on public domain land
 4. They would like to use the Ellenville Public Library for one of the marker locations.
 5. Marker is a gift but the Library would pay for installation
 6. **MOTION:** To send a letter of support to the Borscht Belt Historical Project to work toward installing a historical marker as presented (EL/MM/Unanimous)
 - B. Vanguard Cleaning Services
 1. Vanguard cleaning services submitted an unsolicited proposal for cleaning the library's facilities.
 2. The Board discussed keeping their information on file until the current contract expires and the Library would advertise a Request for Bids
- VI. Correspondence
 - A. Jackson National Life Insurance
 1. Submitted a letter suggesting the library is a beneficiary of a life insurance policy (the late Kathleen McDole)
 - B. Roger Ross
 1. Met with Emelia about pieces for upcoming art gallery
 2. He volunteered to paint the planters in by the library entrances
- VII. Committee Reports
 - A. Building & Grounds
 1. Discussion about planters outside of library building
 2. Discussion of allocating funds toward landscaping and decoration behind the main library building.
 3. Continued discussion about the need of maintenance on the Terwilliger House
 - a) Possibly review the donation terms to explore alternate uses of the space

- B. Personnel Committee
 - 1. The Committee met with Emilia over discussion of salary and benefit
 - 2. Discussed about emailing Michelle with thoughts on Emilia's conversation
 - 3. Discussed the need for a management benefit policy
 - 4. **MOTION:** To accept and approve Acting Director Sharpton's request for a leave of absence under Family Medical Leave Act and temporary modified work schedule (EL/DT/Unanimous)
- C. Request for Conference
 - 1. Nicole submitted a request to attend a conference
 - 2. **MOTION:** Approve Nicole to attend the American Association for State and Local history Conference on April 19th in Laurel, Maryland. (DT/EL/Unanimous)
- VIII. Old Business
 - A. N/A
- IX. New Business
 - A. Reports were emailed to the board and will be attached
 - 1. Director/Children's Librarian Report- see attached
 - 2. Adult/Teen Programmer- see attached
 - 3. Museum Manager- see attached
 - 4. RCLS Report
 - 5. **MOTION:** To accept the reports as presented (MM/EL/Unanimous)

The Board closed the meeting at 8:27 pm **MOTION to adjourn** (DT/MM/unanimous).

THE NEXT BOARD MEETING WILL BE MONDAY, APRIL 15 , 2024