

Ellenville Public Library & Museum

September 16, 2024 Board Meeting Minutes

Members Present: Trustees Don Odom Jr, Erin Levine, Cassie Spoor, Elizabeth Straub, Michelle Mainolfi, acting director Joyce Sharpton, absent with just cause attorney Dawn Conklin

- I. Call to order 6:01 pm (EL)
- II. Pledge of Allegiance
- III. Minutes
 - a. **MOTION:** accept the minutes for August (MM/CS/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 (CS/ES/unanimous)
 - B. Bills to be paid
 - a. **MOTION:** accepted (CS/ES/unanimous)
 - C. Budget analysis
 - a. **MOTION:** accepted (CS/ES/unanimous)
- V. Petitioners
 - a. Emily Uberto petitioned the board requesting permission to bring her service dog Cherry to work with her.
 - i. **MOTION:** to enter executive session at 6:15, ending at 6:23 (EL/DO/unanimous)
 - b. Robin Wood presented several questions regarding banking (update our credit card information and The Denman Fund)
- VI. Correspondence
 - a. Cheryl LeSonde wrote a letter asking if she could do story hours with the children. We would like to know if she would be interested in a pt clerk position at the board. There is also a volunteer form on file.
- VII. Committee Reports
 - A. Building & Grounds
 - a. We need to look into quotes for fire suppression systems for the library and museum. Cassie mentioned there are fire resistant curtains that can be utilized during a fire to prevent the spread.
 - b. Joyce mentioned wanting security cameras on the grounds and the board is in full agreement. Joyce will look for bids.
 - c. The staff wondered about the possibility of digital outside signage and we are also in full agreement.
 - B. Planning Committee
 - a. The formation of a Friends Group continues to move forward. There is a first meeting October 21st at 4:00.
 - C. Personnel Committee
 - a. **MOTION:** to enter executive session at 7:02 to discuss matters of personnel (EL/MM/unanimous), ending at 7:04 (EL/MM/unanimous)
- VIII. Old Business
 - a. The museum needs to be checked for asbestos prior to repair completion. The health department might be able to detect lead paint and asbestos and should be contacted.
 - b. The board will do a walk-through of the museum on September 24th at 6:00.
- 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 accept reports as presented (EL/CS/unanimous)
MOTION: to adjourn at 7:30 (CS/EL/unanimous).

THE NEXT BOARD MEETING WILL BE MONDAY OCTOBER 21st, 2024