

# Ellenville Public Library & Museum

*October 23, 2023 Board Meeting Minutes*

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

- I. Call to order 6:13 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
  - a. **MOTION:** accept the minutes for September (CW-E/DT/unanimous)
    - i. The minutes are in the shared google drive
- IV. Financial Reports
  - A. Treasurer's report
    - a. None at this time
    - b. Daniel recommends a petty cash ticket as opposed to the current method of paying petty cash.
      - i. There was a question regarding a bill that will be held pending an objection.
      - ii. **MOTION:** to hold a check until a response from vendor is received (CW-E/MM/unanimous)
    - c. **MOTION:** to acknowledge receipt of financial reports (unanimous)
  - B. Bills to be paid
    - a. **MOTION:** accepted (EL/DT/unanimous)
  - C. Budget analysis
    - a. None at this time
- V. Petitioners
  - a. None
- VI. Correspondence
  - a. Bids were received for lining the parking lot
  - b. **MOTION:** to approve the bid from NPS to re-stripe the parking lot at a rate of \$1,200.00 (CW-E/EL/unanimous)
  - c. **MOTION:** to approve the bid from Landscape Innovators for snow removal at a rate of \$100 per plowing/ \$125 per salting (CW-E/EL/unanimous)
  - d. A sympathy card will be sent to Debbie Stack for the loss of her husband, Thomas. The board offers deepest sympathy for her loss.
- VII. Committee Reports
  - A. Building & Grounds
    - a. None
  - B. Planning Committee
    - a. In abeyance
- VIII. Personnel Committee
  - a. **MOTION:** to enter executive session at 6:49 to discuss matters of personnel (DT/MM/unanimous), ending at 7:11 (CW-E/EL/unanimous)  
**MOTION:** to appoint Joyce Sharpton as Librarian 1 at a contractual rate of \$55,000/year, further resolved appointing Joyce Sharpton to acting director with a stipend of \$5,000/year for the additional responsibilities (EL/CW-E/unanimous).
- IX. Old Business
  - a. None at this time
- X. New Business
  - a. **MOTION:** to accept the MOA modifying the contract as presented by the personnel committee which is in effect from January 1, 2024 to December 31, 2027 (DT/CW-E/unanimous).
  - b. 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 adjourn at 7:33 (EL/CW-E/unanimous).

**THE NEXT BOARD MEETING WILL BE MONDAY, NOVEMBER 20, 2023**