

Saugerties Public Library
Regular Board Meeting
Date: 8/13/2025

Present: Trustees Yosefa Karchmar, Charlotte Herscher, Paul Vanbenschoten, Timothy Scott, Julie Misiano, Ken Goldberg, Teresa Giordano

Excused: Erin Poll, Rebecca Lang

Staff: Director Jennifer Russell

Public Attendees: Ray Rebholz

Meeting called to order at 6:04 PM by Tim Scott

Public Comment: N/A There were no attendees who had questions about the 2026 Budget as presented to the public with minor adjustment to reflect accurate cost of medical insurance.

Friends of Library: Ending their summer break, and the first meeting of this year will be September 15, 2025 at 7pm in the Library Community Room

Unfinished Business:

- N/A

New Business:

1. Upcoming Board of Trustees election: Vote is September 4, 2025 from 10am-8pm. Absentee ballots will be available as of August 19, 2025. Three interested board members have submitted their completed signed petitions on time. There will be two spots available for whom there are no candidates. This means that we will rely on write-in candidates for these positions.
2. Nominating Committee: Paul will chair and Yosefa will join the committee.
3. Front Garden: our current gardner has resigned and we would like to get the front garden re-designed and pruned, as well as to find someone to maintain the lawn and the garden going forward.
4. Tim Scott made a motion, seconded by Yosefa Karchmer, to discuss the management of the Unrestricted Fund Balance. Ken Goldberg summarized as follows: This is money remaining after the Construction of the New Library, stemming from the reduced staff and lower operating costs during the temporary relocation. At that time it was to respond to any unexpected cost related to the construction, and

then to be a reserve to cover the time between the end of one fiscal year and the time that the Town distributes the taxes slated for the library. This time can last through the first quarter of the year, resulting in 25% of our annual operating cost. The money was used to purchase the houses behind the library to create what is now the garden and increased parking, as well as a Capital Improvement Fund for upkeep of possible additional needs related to having a larger building with increased patron usage. The original plan for this money was completed in 2015.

- a. This has now become our fund balance, and is currently intermingled with the tax revenue. It is used to cover the first quarter's expenses before the tax revenue is received, to cover some recent capital improvements such as the new carpets, and to offset a possible larger tax increase to the community.
- b. This issue arose as the Policy Committee reviewed the Policy for the Unrestricted Fund Balance from 2015. The discussion today is to determine what, if any, changes we want to make to the Policy and how to determine that the way the Balance is managed matches what is in the policy.

The board present at the meeting discussed the various options, and will now be used to guide the Policy and Finance committees as they work to establish an accurate and manageable policy and plan.

5. The MHLS has started an Ambassador Program to promote the importance of libraries and the risk of funding loss. We discussed whether the outreach committee might want to be a part of this program in order to facilitate awareness of the library's services and the resources we offer.

Secretary's Report:

Motion by Tim Scott and *Second* by Ken Goldberg to approve the minutes as amended.

Motion passes unanimously.

Treasurer's Report:

Motion to pay the bills in the amount of \$ 25,544.55 made by Charlotte Herscher seconded by Julie Misiano. Passes unanimously

Director's Report: Please see the report included in the Meeting Packet.

- Many new patrons applied for library cards, with a 53% increase in July from the month prior.

- We have had two groups contact the Director about their interest in donating to the library.
- The Summer Reading Program is nearing the finale; we have hosted a variety of programs for children and adults including outreach from the VIA aquarium. Detailed numbers will be available at the next board meeting.
- All of the library's computers have now been replaced with ones that operate Windows 11. The older ones are available for a donation to interested community members.

Committee Reports:

Finance: met on July 21, 2025

- Discussed the need for additional money to purchase digital materials as our patrons are active users of this shared MHLS service who would benefit from increased availability of popular titles. Motion made by Charlotte Herscher, seconded by Julie Misiano to approve the payment of the \$2,000 from the unrestricted fund balance for this purpose.
- Discussed the benefit of re-establishing our Capital Fund account with the anticipation of building improvements needed in the near future such as elevator modernization.
- Discussed the Unrestricted Fund Balance Policy and how it reflects on our current procedure.

see minutes FMI Next meeting: Monday September 15, 2025 at 6PM

Personnel/Policy: met on July 14, 2025

1. Worked on the Inclement Weather Closing Policy
2. We have hired a new staff member and a part-time worker may leave in the fall to pursue full time work.

Tim Scott made a motion to accept the Inclement Weather Policy, seconded by Charlotte Herscher. Passes unanimously.

see minutes FMI Next meeting: August Wed 8/20/25 at 6PM

Facilities: met on July 17, 25

- Our gardner has resigned. Discussed what we want in terms of a new gardner for next season. See New Business for more information.
- Made some repairs to the water fountains and an elevator button.

see minutes FMI Next meeting: September 16, 2025 at 6PM

Outreach: met on July 28, 25

- Human Library event will be postponed
- Want to do a survey to learn if our outreach efforts have been able to reach community members who otherwise might not be aware of our services
 - May adjust outreach to better meet the community's needs as determined by the survey when completed .
- Plan for discussion of the Ambassador Program after the new Trustees have joined the board in October.

see minutes FMI Next meeting: August 25, 25 at 5:30 PM

Friends Liaison: N/A

Motion to adjourn at 7:27 PM by Tim Scott ; *Seconded* by Ken Goldberg

Passes unanimously.

Submitted by Julie Misiano

Next meeting: September 11, 2025 at 6PM