

Saugerties Public Library  
Regular Board Meeting  
Date: 5/9/2024

**Present:** Trustees Katie Cokinos, Jouette Bassler, Yosefa Karchmar, Charlotte Herscher, Paul Vanbenschoten, Brian Collins, Timothy Scott, Julie Misiano

**Excused:** Trustees Robert Irizarry, Nina Schmidbour

**Staff:** Director Jennifer Russell

**Public Attendees:** Ray Rebholz

*Meeting called to order at 6:08 PM by President Tim Scott*

**Public Comment:**

N/A

**Friends of Library:**

Friends of the Library Co-President Ray Rebholz says we now have 210 members, and they are hoping to maintain or exceed that during this outreach/renewal cycle. Scholarship applications were received by the deadline in April. May 20th is the next meeting and they will continue planning for the June 1st street fair from 10-3pm. June 17th at 6pm in the library, there will be the annual election and potluck dinner. People who are interested in being on the board are welcome. All members may attend the June 17th meeting to vote. Hope to have the plaque ready to honor the founding members.

**Unfinished Business:**

- N/A

**New Business:**

1. **Five-Year Plan:** The Director has created flyers and cards with a QR code that will direct community residents to the online survey-monkey survey, so they can have their opinion about library services and suggestions be documented. Please take some and distribute them. The survey period ends in August. There will also be an advertisement slide at the movie theater, up for four weeks, that also has the QR code.
2. **Facility Projects:** We have received bids for the repair of the sidewalk/curb in the hopes of decreasing risk for residents with ambulatory concerns. We have received one bid for the three areas to

be improved. Our search for other businesses to obtain the expected 3-bid total has been challenging. Other contacted businesses have not returned our calls.

Motion to approve the total sidewalk repair made by Paul Vanbenschoten, seconded by Brian Collins. Passes unanimously. Other bids to be sought to comply with regulations.

3. Trustee Training: Trustees need to take two hours of training annually in addition to the training on sexual harassment. These trainings must be completed by the October 2024 meeting. Once completed, have the certificate sent to the Director.
4. Honoring Irene Hurst: we brainstormed ways to honor her for her many years of service on the library board. Will pursue the purchase of a tree to plant in our garden.

#### Secretary's Report:

*Motion* by Tim Scott and *Second* by Charlotte Herscher to approve the minutes as written.

Motion passes unanimously with Yosefa Karchmar and Katie Cokinos abstaining because they were not at the meeting

#### Treasurer's Report:

Motion to pay the bills in the amount of \$24,872 made by Charlotte Herscher, seconded by Julie Misiano Passes unanimously

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

- Eclipse Event: it was very well attended, and 400 glasses were distributed prior to the event for community residents to use elsewhere.
- National Library Week: The Friends provided staff appreciation gifts.
- Technology Upgrades: WiFi Extenders, Wireless Mic and may need an updated router
- There was an internet outage, and the local Computer Guys were able to resolve the issue, although they found other areas of concern.

#### Committee Reports:

*Finance:* met on April 30, 2024

Meeting included members of the Personnel Committee. In preparing for next year's budget, the personnel committee is important when discussing staff raises.

Would like to recommend a 3% raise for all staff. We have received the tax appropriation for the 2024 budget.

see minutes FMI Next meeting: May 28, 2024 at 6PM

*Personnel/Policy:* met on April 17, 2024

Reviewed the Circulation Policy, Whistleblower Policy, Equipment Inventory and Disposal Policy and the Posting Policy. The Whistleblower Policy was not revised.

Motion to approve the Circulation Policy and the Equipment Inventory Policy as edited and submitted in the Board Packet, and a motion to approve the Whistleblower Policy made by Jouette Bassler, seconded by Charlotte Herscher. Passes unanimously.

see minutes FMI No meeting in May; Next meeting: June 11, 2024 at 6PM

*Facilities:* Did not meet in April

Next meeting: June 4 at 4PM

*Outreach:* met on April 18, 2024

1. We are planning on paying for an ad to display at the Orpheum as people wait for a movie to start. We will be working with them to design the slide.
2. Worked on the Five-Year Plan development: Distribute flyers, postcards on bulletin boards. specific places around Saugerties .
3. Places – Kiwanis, Chamber and School Board meetings to meet with community members.
4. Charlotte (children's librarian) will be visiting schools to spread the word about the summer reading program. She will also be doing story time at a nursery school.
5. Jill Olesker from Esopus Creek Management – we will have an outdoor fire on May 15<sup>th</sup> in the backyard of the library. June 8<sup>th</sup> is Esopus Creek day. We will be tabling at the Farmer's market on June 8<sup>th</sup> and hosting a lecture from the Lower Esopus Creek Management Plan group.
6. Tie dye project to celebrate anniversary of Woodstock 94 including trivial contests of 1990's music and Scavenger hunt to contribute to town wide events.
7. The library will have a table at the Hope Rocks August 24<sup>th</sup> and 25<sup>th</sup>

see minutes FMI Next meeting: May 29, 2024 at 6PM

*Friends Liaison: N/A*

Motion to adjourn into executive session made by Tim Scott at 7:05pm, seconded by Paul Vanbenschoten. Passes unanimously.

Motion to exit executive session made by Tim Scott at 7:14pm seconded by Katie Cokinos. Passes unanimously.

Motion to defer board discussion of trustee's pattern of absences until a conversation occurs between the president and the trustee, made by Tim Scott, seconded by Jouette Bassler. Passes unanimously.

*Motion* to adjourn at 7:16 by Tim Scott ;  
*Seconded* by Jouette Bassler

Passes unanimously.

Submitted by Julie Misiano

Next meeting: June 13th at 6PM