

Saugerties Public Library Board Agenda
July 9, 2026
5:30 pm Social Time and 6pm Meeting

Roll Call

Public Comment

Old Business:

New Business:

1. Trustee Petitions available July 7
2. Tax Cap vote
3. 2027 DRAFT Budget Review
4. Direct Access Plan

Secretary's Report

Treasurer's Report

Pay Bills

Director's Report:

Ambassador's Report:

Committee Reports:

1. Finance
2. Personnel/Policy
3. Facilities
4. Outreach

Next meeting - August 13, 2026 Regular Meeting and Public Hearing for the 2027 Budget

**Saugerties Public Library
Regular Board Meeting
Date: June 11, 2026**

Present: Trustees Paul Van Benschoten, Timothy Scott, Charlotte Herscher, Yosefa Karchmar, Valentina Kielland, Rebecca Lang, Kerry McQuaide, Ken Goldberg

Excused: Erin Poll, Alice Graves, Teresa Giordano

Staff: Director Jennifer Russell

Public Attendees: Bill Barr and Ray Rebholz

Meeting called to order at 6:01 PM by President Tim Scott

Public Comment: Bill Barr: The town hall is being used as a cooling center. The area near the police station is open 24/7. 6.12.26 and 7.4.26 after the Stallions game there will be fireworks. The town has a grant for a drinking water source protection plan. Alva Weeks, the code enforcement officer is retiring and there is a vacancy for that position.

Friends of Library: Ray Rebholz: The street fair was on 5/30. Estimated about 500 people. They picked up new members and approx \$400 in donations. There are new mini libraries that are replacing the old mini libraries as they need renovation. The next meeting is Monday the 15th at 6 pm. They are electing officers and having a potluck as well. It is the last meeting until September.

Unfinished Business: none

New Business:

1. Letter to the Community: There will be a Venmo QR code added for The Friends membership.

2. Budget Vote Timeline: The date (September 15th) will now be aligned with the neighboring libraries. If your board term is over, petitions to get onto the ballot will be available as of July 7th.

3. Draft Budget Review: The finance committee met on Tuesday for some final tweaks to the draft budget. They managed to lower a few items. They wanted to talk to the board to discuss a \$50,000 bump in the budget from last year to next year. The biggest issue was health insurance and how many full time employees we will have and therefore need to cover. Do people have strong feelings about keeping it at 6% versus 5%. Last year the property taxes went up so much the payment was lateral. The budget goes up each year for a variety of reasons. This year, we must have a professionally run audit, which costs approximately \$12,000 and was put off last year but cannot be put off this year. We still have a deficit of \$5,000 (not

sure of exact number). We could take from the appropriated fund balance or tacked on to property taxes or taken out of another area. At the next meeting, we will vote on the budget and create a flier as a hand out to the public. We would include exactly how much people would be paying given the town's assessment data. The discussion about doing small, incremental increases each year seems the most favorable. The question was brought up about seeing what the Fund Balance was 5 years ago. We are comfortable adding to the tax levy.

At our August meeting the public can come and speak their thoughts about the projected budget and we would need to make changes before the vote. We should have assessments from the town before our vote.

Secretary's Report: no changes

MOTION: to approve

Motion by Tim and seconded by Charlotte to approve the minutes. All in favor.

Treasurer's Report: The bills are \$10,000 higher because we had to pay two months to Central Hudson because of their meter reading schedule. We paid the gardener as well. There were a few extra items this month.

MOTION: Motion to pay the bills in the amount of \$ 35,859.26 was made by Charlotte and seconded by Paul. All in favor.

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

- 1) Friends: The Friends of the Library hosted their street fair the last weekend in May. The weather was windy and cold, but in the afternoon, it rallied. Thank you to the Friends for putting this community event together!
- 2) The Friends have also paid for a new museum pass. This pass is for the Spiral House Park on Fishcreek Rd.
- 3) Personnel: We have hired a regular part-time Library Assistant. Her name is Liz Mendoza. She has an MLS and experience working in public libraries. One of the other applicants that we interviewed was hired as a substitute. Ian Byrne will be contacted if no other current employee is available to fill in for other staff.
- 4) Facilities: Eyal Saad, from the Village Building and Safety department, inspected the library. We need to upgrade our exit signs and emergency flood lights. Richers electricity is coming to take a look at that.
- 5) Summer Reading Program is coming
- 6) Archtop: The date of our internet and phone switch to Archtop is June 25th. We will alert the public to this change in case there are problems with this work.
- 7) Book donations: John Kahn, is doing art installations in Saugerties made entirely from upcycled materials. He has already received the leftover books from the Street Fair, and he will be placing a large bin in the backyard by the staff door for people to put unwanted books.

Ambassadors report: Teresa: absent.

Digital Books

Jen mentioned that we are being proactive by putting out PR with information about the cost of digital books v.s physical books. We are educating users on the use of the “save” feature rather than putting digital materials on “hold” as a place holder.

The freedom to read act has passed and now needs to be signed by the governor.

Committee Reports:

Finance: see minutes attached

Next year's budget was thoroughly gone through.

Next meeting: is TBD

Personnel/Policy: See minutes attached

-Bylaws Article V was discussed regarding officers and their duties.

There is a question about when you can be a chair of a committee

There is a question about the language regarding the required number of terms and the maximum time you can serve as an officer. The committee will review this policy again and we will bring it back to the board.

-We have a new library employee.

-There is a discussion with a previous employee about compensation for accrued PTO. This is clear in the manual.

Next meeting: The next meeting is June 24th at 6:15pm.

Facilities:

Did not meet in May

Next meeting: Tuesday June 16th at 6:00 pm

Outreach: See minutes attached.

Continuing to discuss a fall event and meeting with Ruth Hirsch and gathering local resources to share information to the public. The final history event was yesterday regarding public libraries in America.

Next meeting: TBD

Next meeting for the Board:

Motion to adjourn at 7:03 PM by Tim;

Seconded by Charlotte

Passes unanimously.

Submitted by Rebecca Lang

Next meeting: July 9th at 5:30 with meeting starting at 6:00

Saugerties Public Library

General Fund Revenue and Expenditure Report

	Jan - Jun 26	Jan - Jun 25
Ordinary Income/Expense		
Income		
1001 · Real Property Taxes	770,986.00	707,326.00
2082 · Fees	5,659.38	5,098.64
2401 · Interest	18,910.19	15,703.40
2705 · Gifts & Donations		
2705.4 · Friends	5,540.00	18,269.00
2705.2 · General	25,265.00	950.00
Total 2705 · Gifts & Donations	30,805.00	19,219.00
3840 · New York State Aid	601.50	0.00
Total Income	826,962.07	747,347.04
Expense		
7410.1 · Salaries	191,078.78	191,399.73
7410.4 · Contractual Expenses		
.4.1 · Library Material		
.4.1.8 · Music	0.00	50.96
.4.1.7 · Streaming	3,567.72	3,497.01
.4.1.1 · DVD	1,706.84	1,286.74
.4.1.2 · Books		
4.1.2A · Adult Books	8,465.06	6,286.54
4.1.2J · Children's Books	5,677.57	2,542.86
Total .4.1.2 · Books	14,142.63	8,829.40
.4.1.3 · Subscriptions	472.95	1,994.44
.4.1.4 · Newspapers	1,227.00	1,238.00
.4.1.5 · Digital Materials	11,196.87	7,864.62
.4.1.6 · Audio Books	0.00	47.99
Total .4.1 · Library Material	32,314.01	24,809.16
.4.2 · Programs, Publicity, History		
.4.2.1 · Programs	11,935.62	8,976.68
.4.2.3 · Newsletter & Public Relations	3,989.99	1,289.07
Total .4.2 · Programs, Publicity, History	15,925.61	10,265.75
.4.3 · Operation of Building		
.4.3.1 · Utilities	16,817.76	13,255.22
.4.3.2 · Telephone	1,551.35	1,544.54
.4.3.3 · Insurance	20,029.90	12,006.25
.4.3.4 · Maintenance Service & Supplies	2,452.18	1,854.98
.4.3.5 · Lawn & Grounds	2,745.41	58.97
.4.3.6 · Building R&M	5,020.52	18,446.21
.4.3.7 · Snow Removal	2,375.00	1,900.00
.4.3.8 · Elevator	1,746.72	14,589.64
.4.3.9 · Geothermal	2,074.24	1,761.26
.4.3.12 · Internet	892.39	1,469.08
Total .4.3 · Operation of Building	55,705.47	66,886.15
.4.4 · Equipment R&M, Supplies		

Saugerties Public Library

General Fund Revenue and Expenditure Report

	Jan - Jun 26	Jan - Jun 25
.4.4.1 · Copier	2,506.02	2,559.14
.4.4.2 · Office Supplies	1,241.06	930.80
.4.4.4 · Postage	35.56	67.85
.4.4.6 · Equipment Purchases	2,861.99	26,985.79
.4.4.7 · Equipment R&M	135.00	2,723.75
Total .4.4 · Equipment R&M, Supplies	6,779.63	33,267.33
.4.5 · Automation, System Fees		
.4.5.1 · Automation & Online Services	7,187.09	3,475.08
.4.5.2 · MHLS Assessment Fees	12,719.38	10,015.08
Total .4.5 · Automation, System Fees	19,906.47	13,490.16
.4.6 · Professional Services		
.4.6.8 · Professional Memberships	800.00	975.00
.4.6.7 · Payroll Service Fees	1,875.60	1,510.51
.4.6.1 · Accounting	4,500.00	3,600.00
.4.6.3 · Board Expenses	76.77	0.00
.4.6.4 · Consulting & Legal Services	500.00	500.00
.4.6.5 · IT Maintenance Consultant	1,690.00	1,742.00
.4.6.6 · Staff Development	457.26	535.06
Total .4.6 · Professional Services	9,899.63	8,862.57
Total 7410.4 · Contractual Expenses	140,530.82	157,581.12
9010 · Employee Benefits		
.1 · Retirement	49,667.00	41,909.00
.2 · Social Security & Medicare	14,326.51	14,346.45
.3 · Workers Compensation	2,878.00	3,552.00
.4 · Disability	-211.39	-209.98
.5 · Medical & Dental Benefits	46,892.24	42,545.86
.6 · Life Insurance	145.80	145.80
Total 9010 · Employee Benefits	113,698.16	102,289.13
Total Expense	445,307.76	451,269.98
Net Ordinary Income	381,654.31	296,077.06
Net Income	381,654.31	296,077.06

Saugerties Public Library
General Fund Budget vs. Actual
January through June 2026

	Jan - Jun 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1001 · Real Property Taxes	770,986.00	770,986.00	0.00	100.0%
2082 · Fees	5,659.38	9,000.00	-3,340.62	62.88%
2401 · Interest	18,910.19	12,000.00	6,910.19	157.59%
2705 · Gifts & Donations				
2705.4 · Friends	5,540.00	6,000.00	-460.00	92.33%
2705.2 · General	25,265.00	13,000.00	12,265.00	194.35%
Total 2705 · Gifts & Donations	30,805.00	19,000.00	11,805.00	162.13%
3840 · New York State Aid	601.50	5,500.00	-4,898.50	10.94%
3999 · Appropriated Fund Balance	0.00	25,377.24	-25,377.24	0.0%
Total Income	826,962.07	841,863.24	-14,901.17	98.23%
Expense				
7410.1 · Salaries	191,078.78	429,273.60	-238,194.82	44.51%
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.7 · Streaming	3,567.72	9,000.00	-5,432.28	39.64%
.4.1.1 · DVD	1,706.84	2,500.00	-793.16	68.27%
.4.1.2 · Books				
4.1.2A · Adult Books	8,465.06	19,598.00	-11,132.94	43.19%
4.1.2J · Children's Books	5,677.57	8,000.00	-2,322.43	70.97%
Total .4.1.2 · Books	14,142.63	27,598.00	-13,455.37	51.25%
.4.1.3 · Subscriptions	472.95	1,500.00	-1,027.05	31.53%
.4.1.4 · Newspapers	1,227.00	2,500.00	-1,273.00	49.08%
.4.1.5 · Digital Materials	11,196.87	22,000.00	-10,803.13	50.9%
Total .4.1 · Library Material	32,314.01	65,098.00	-32,783.99	49.64%
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs	11,935.62	7,000.00	4,935.62	170.51%
.4.2.3 · Newsletter & Public Relations	3,989.99	4,000.00	-10.01	99.75%
Total .4.2 · Programs, Publicity, History	15,925.61	11,000.00	4,925.61	144.78%
.4.3 · Operation of Building				
.4.3.1 · Utilities	16,817.76	28,000.00	-11,182.24	60.06%
.4.3.2 · Telephone	1,551.35	3,500.00	-1,948.65	44.32%
.4.3.3 · Insurance	20,029.90	30,000.00	-9,970.10	66.77%
.4.3.4 · Maintenance Service & Supplies	2,452.18	4,000.00	-1,547.82	61.31%
.4.3.5 · Lawn & Grounds	2,745.41	5,808.00	-3,062.59	47.27%
.4.3.6 · Building R&M	5,020.52	12,000.00	-6,979.48	41.84%
.4.3.7 · Snow Removal	2,375.00	2,000.00	375.00	118.75%
.4.3.8 · Elevator	1,746.72	4,000.00	-2,253.28	43.67%
.4.3.9 · Geothermal	2,074.24	10,000.00	-7,925.76	20.74%
.4.3.12 · Internet	892.39	2,650.00	-1,757.61	33.68%
Total .4.3 · Operation of Building	55,705.47	101,958.00	-46,252.53	54.64%
.4.4 · Equipment R&M, Supplies				
.4.4.1 · Copier	2,506.02	5,500.00	-2,993.98	45.56%

Saugerties Public Library
General Fund Budget vs. Actual
January through June 2026

	Jan - Jun 26	Budget	\$ Over Budget	% of Budget
.4.4.2 · Office Supplies	1,241.06	2,500.00	-1,258.94	49.64%
.4.4.4 · Postage	35.56	800.00	-764.44	4.45%
.4.4.6 · Equipment Purchases	2,861.99	8,000.00	-5,138.01	35.78%
.4.4.7 · Equipment R&M	135.00	5,000.00	-4,865.00	2.7%
Total .4.4 · Equipment R&M, Supplies	6,779.63	21,800.00	-15,020.37	31.1%
.4.5 · Automation, System Fees				
.4.5.1 · Automation & Online Services	7,187.09	4,000.00	3,187.09	179.68%
.4.5.2 · MHLS Assessment Fees	12,719.38	22,073.00	-9,353.62	57.62%
Total .4.5 · Automation, System Fees	19,906.47	26,073.00	-6,166.53	76.35%
.4.6 · Professional Services				
.4.6.8 · Professional Memberships	800.00	1,200.00	-400.00	66.67%
.4.6.7 · Payroll Service Fees	1,875.60	3,000.00	-1,124.40	62.52%
.4.6.1 · Accounting	4,500.00	9,000.00	-4,500.00	50.0%
.4.6.3 · Board Expenses	76.77	300.00	-223.23	25.59%
.4.6.4 · Consulting & Legal Services	500.00	2,000.00	-1,500.00	25.0%
.4.6.5 · IT Maintenance Consultant	1,690.00	1,650.00	40.00	102.42%
.4.6.6 · Staff Development	457.26	400.00	57.26	114.32%
Total .4.6 · Professional Services	9,899.63	17,550.00	-7,650.37	56.41%
.4.7 · Election Expenses				
.4.7.1 · Election Inspectors	0.00	450.00	-450.00	0.0%
.4.7.2 · Election Expenses	0.00	200.00	-200.00	0.0%
Total .4.7 · Election Expenses	0.00	650.00	-650.00	0.0%
Total 7410.4 · Contractual Expenses	140,530.82	244,129.00	-103,598.18	57.56%
9010 · Employee Benefits				
.1 · Retirement	49,667.00	49,950.00	-283.00	99.43%
.2 · Social Security & Medicare	14,326.51	31,320.00	-16,993.49	45.74%
.3 · Workers Compensation	2,878.00	4,700.00	-1,822.00	61.23%
.4 · Disability	-211.39	350.00	-561.39	-60.4%
.5 · Medical & Dental Benefits	46,892.24	83,978.64	-37,086.40	55.84%
.6 · Life Insurance	145.80	470.00	-324.20	31.02%
Total 9010 · Employee Benefits	113,698.16	170,768.64	-57,070.48	66.58%
Total Expense	445,307.76	844,171.24	-398,863.48	52.75%
Net Ordinary Income	381,654.31	-2,308.00	383,962.31	-16,536.15%
	381,654.31	-2,308.00	383,962.31	-16,536.15%

Saugerties Public Library Abstract Check Register

	Type	Date	Num	Name	Memo	Amount
M&T General Fund Checking 6455						
	Check	06/09/2026	EFT	NYS Emp Retire System		-685.56
	Check	06/10/2026		Paychex Garnishment		-66.78
	Check	06/24/2026		Paychex Garnishment		-60.55
				Woodworth & Zarolnick		
	Check	06/30/2026	11944	Accountants Inc		-750.00
	Check	06/30/2026	11945	Stewart's		-196.00
	Check	06/30/2026	11946	Midwest Tape		-650.79
	Check	06/30/2026	11947	Binnewater		-68.56
	Check	06/30/2026	11948	OverDrive Inc		-2,263.10
	Check	06/30/2026	EFT	Charter Communications - Phone		-258.20
	Check	06/30/2026	11949	The Computer Guys	Inv #12502 & 12526	-495.00
	Check	06/30/2026	11950	Sandra Smith	Reim. for weed killer	-26.97
	Check	06/30/2026	11951	Ingram Library Services		-2,712.63
	Check	06/30/2026	11952	Amazon Capital Services	Invoice 1WNW-FLPR-DCCD	-191.50
	Check	06/30/2026	11953	DEMCO	Invoice: 7814393 & 7821714	-255.33
	Check	06/30/2026	11954	Graphic Image	Inv #68460	-2,498.00
	Check	06/30/2026	11955	Archtop Fiber		-199.99
	Check	06/30/2026	EFT	Paychex		-339.86
	Check	06/30/2026	11956	Mid Hudson Library System		-5,518.19
	Check	06/30/2026	11957	Gale/Cengage Learning		-164.00
	Check	06/30/2026	11958	CDPHP	Invoice: 261630058155	-4,665.48
	Check	06/30/2026	11959	Uniforms USA, Inc.	Invoice: 135451, 137863	-58.00
	Check	06/30/2026	11960	Gravestone Guardians, Inc		-250.00
	Check	06/30/2026	11961	Jonathan Kruk, Storyteller LLC		-600.00
				Fossil Connoisseur dba		
	Check	06/30/2026	11962	Dinosaurs Rock		-900.00
	Check	06/30/2026	11963	Brian Robinson		-550.00
	Check	06/30/2026	11964	CCE Ulster		-60.00
	Check	06/30/2026	11965	Ann Byrne		-200.00
	Check	06/30/2026	11966	Stellar-NY LLC		-175.00
	Check	06/30/2026	11967	Christine Pacuk		-100.62
	Check	06/30/2026	11968	Summit Fire & Security, LLC	Invoice: 4168713, 4150059	-627.45
	Check	06/30/2026	11969	National Business Technologies	Inv IN736278, IN738626	-501.28
	Check	06/30/2026	11970	W B Mason Co Inc		-375.40
	Check	06/30/2026	EFT	Central Hudson		-2,018.48
				Metropolitan Life Insurance		
	Check	06/30/2026	11971	Companies		-27.13
	Check	06/30/2026	11972	National Business Technology	Invoice: 597550413	-399.10
	Check	06/30/2026	11973	Graphic Image	Inv #68460P	-1,406.99

Saugerties Public Library

Abstract Check Register

Type	Date	Num	Name	Memo	Amount
			Energy Management		
Check	06/30/2026	11139	Technologies		-2,074.24
Check	06/30/2026	11140	The Computer Guys		-1,887.00
Total M&T General Fund Checking 6455					-34,277.18
M&T Capital Fund Checking 6430					
Total M&T Capital Fund Checking 6430					-34,277.18

Saugerties Public Library

Abstract

June 2026

	Num	Name	Memo	Amount
Ordinary Income/Expense				
Income				
2082 · Fees				
			Square income	358.17
Total 2082 · Fees				358.17
Total Income				358.17
Expense				
7410.1 · Salaries				
	6.11.26 PR			14,591.85
	6.25.26 PR			16,044.36
Total 7410.1 · Salaries				30,636.21
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.7 · Streaming				
	11946	Midwest Tape	Hoopla #509082735	566.53
Total .4.1.7 · Streaming				566.53
.4.1.1 · DVD				
	11946	Midwest Tape	Inv 508875187	18.74
	11946	Midwest Tape	Inv 508946116	26.99
	11946	Midwest Tape	Inv 509062783	68.97
	11952	Amazon Capital Services	Invoice 1WNW-FLPR-DCCD	32.96
		Midwest Tape		30.44
	11946	Midwest Tape	credit on file	-30.44
Total .4.1.1 · DVD				147.66
.4.1.2 · Books				
4.1.2A · Adult Books				
	11951	Ingram Library Services		1,469.76
	11952	Amazon Capital Services	Invoice 1WNW-FLPR-DCCD	47.85
	11957	Gale/Cengage Learning	Inv 99102828773	164.00
Total 4.1.2A · Adult Books				1,681.61
4.1.2J · Children's Books				
	11951	Ingram Library Services	Carnegie	818.67
	11951	Ingram Library Services		424.20
	11952	Amazon Capital Services	Invoice 1WNW-FLPR-DCCD	37.26
Total 4.1.2J · Children's Books				1,280.13
Total .4.1.2 · Books				2,961.74
.4.1.4 · Newspapers				
	11945	Stewart's		196.00
Total .4.1.4 · Newspapers				196.00
.4.1.5 · Digital Materials				
	11948	OverDrive Inc		2,263.10
Total .4.1.5 · Digital Materials				2,263.10
Total .4.1 · Library Material				6,135.03
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs				

Saugerties Public Library

Abstract

June 2026

Num	Name	Memo	Amount
11952	Amazon Capital Services	Invoice 1WNW-FLPR-DCCD	34.97
11960	Gravestone Guardians, Inc	Carnegie	250.00
11961	Jonathan Kruk, Storyteller LLC	Carnegie	600.00
11962	Fossil Connoisseur dba Dinosaurs Rock		900.00
11963	Brian Robinson		550.00
11964	CCE Ulster		60.00
11965	Ann Byrne		200.00
11966	Stellar-NY LLC	teen henna program	175.00
Total .4.2.1 · Programs			2,769.97
.4.2.3 · Newsletter & Public Relations			
11954	Graphic Image	Inv #68460	2,498.00
11973	Graphic Image	Inv #68460P	1,406.99
Total .4.2.3 · Newsletter & Public Relations			3,904.99
Total .4.2 · Programs, Publicity, History			6,674.96
.4.3 · Operation of Building			
.4.3.1 · Utilities			
EFT	Central Hudson	EFT	2,018.48
Total .4.3.1 · Utilities			2,018.48
.4.3.2 · Telephone			
EFT	Charter Communications - Phone		258.20
Total .4.3.2 · Telephone			258.20
.4.3.4 · Maintenance Service & Supplies			
11947	Binnewater		68.56
11970	W B Mason Co Inc		238.49
Total .4.3.4 · Maintenance Service & Supplies			307.05
.4.3.5 · Lawn & Grounds			
11950	Sandra Smith	Reim. for weed killer	26.97
Total .4.3.5 · Lawn & Grounds			26.97
.4.3.6 · Building R&M			
11959	Uniforms USA, Inc.	Invoice: 135451, 137863	58.00
11968	Summit Fire & Security, LLC	Invoice: 4168713, 4150059	627.45
Total .4.3.6 · Building R&M			685.45
.4.3.9 · Geothermal			
11139	Energy Management Technologies		2,074.24
Total .4.3.9 · Geothermal			2,074.24
.4.3.12 · Internet			
11955	Archtop Fiber		199.99
Total .4.3.12 · Internet			199.99
Total .4.3 · Operation of Building			5,570.38
.4.4 · Equipment R&M, Supplies			
.4.4.1 · Copier			
11969	National Business Technology	Inv IN736278, IN738626	501.28
11972	National Business Technology	Invoice: 597550413	399.10
Total .4.4.1 · Copier			900.38
.4.4.2 · Office Supplies			

Saugerties Public Library

Abstract

June 2026

Num	Name	Memo	Amount
11952	Amazon Capital Services	Invoice 1WNW-FLPR-DCCD	38.46
11953	DEMCO	Invoice: 7814393 & 7821714	255.33
11970	W B Mason Co Inc		136.91
Total .4.4.2 · Office Supplies			430.70
.4.4.6 · Equipment Purchases			
11949	The Computer Guys	Inv #12502 & 12526	495.00
11140	The Computer Guys		1,887.00
Total .4.4.6 · Equipment Purchases			2,382.00
Total .4.4 · Equipment R&M, Supplies			3,713.08
.4.5 · Automation, System Fees			
.4.5.1 · Automation & Online Services			
11956	Mid Hudson Library System		5,518.19
Total .4.5.1 · Automation & Online Services			5,518.19
Total .4.5 · Automation, System Fees			5,518.19
.4.6 · Professional Services			
.4.6.9 · Merchant Fees			
		Square income	14.86
Total .4.6.9 · Merchant Fees			14.86
.4.6.7 · Payroll Service Fees			
EFT	Paychex		339.86
Total .4.6.7 · Payroll Service Fees			339.86
.4.6.1 · Accounting			
11944	Woodworth & Zarolnick Accountants Inc		750.00
Total .4.6.1 · Accounting			750.00
.4.6.6 · Staff Development			
11967	Christine Pacuk	Mileage	100.62
Total .4.6.6 · Staff Development			100.62
Total .4.6 · Professional Services			1,205.34
Total 7410.4 · Contractual Expenses			28,816.98
9010 · Employee Benefits			
.2 · Social Security & Medicare			
6.11.26 PR			1,094.41
6.25.26 PR			1,205.53
Total .2 · Social Security & Medicare			2,299.94
.4 · Disability			
6.11.26 PR			-16.12
6.25.26 PR			-17.38
Total .4 · Disability			-33.50
.5 · Medical & Dental Benefits			
6.11.26 PR			-285.68
6.25.26 PR			-285.68
11958	CDPHP	Invoice: 261630058155	6,220.64
11958	CDPHP	credit for Cafaro leaving	-1,555.16
Total .5 · Medical & Dental Benefits			4,094.12
.6 · Life Insurance			

Saugerties Public Library
Abstract

June 2026

	Num	Name	Memo	Amount
	11971	Metropolitan Life Insurance C	Life insurance	27.13
Total .6 · Life Insurance				27.13
Total 9010 · Employee Benefits				6,387.69
Total Expense				65,840.88
Net Ordinary Income				-65,482.71
Net Income				-65,482.71



UNEARTH A STORY™



June Director's Report 2026

Internet & Phones: Archtop Fiber has connected our network to their fiber internet. They have also switched our phone ports to their service. Representatives from Archtop, MHLS, Billy Curtis and Zach from the Computer Guys have all been working together to make this happen. Although we are now connected, and our service is better, techs from Archtop said that speeds are not what they should be. We will continue to work with Archtop and Zach to see if we can figure out how to rectify the slow speeds.

Facilities: Richers electric came to review the emergency exit signs and flood lights that need to be upgraded. They will order parts and schedule the renovations.

Summer Reading Program: UNEARTH A STORY! We have summer reading programs for all ages. Co-readers, independent readers and grown-ups all can participate in reading for prizes and enjoy great programs. Kristina & Christine visited the schools to meet with kids and get them involved. June 24th was the kickoff event with Mark Perpetua's ever popular Reptile Show and the teens watched a DVD of the Broadway hit, *Hamilton*. Kristina has started her weekly summer outreach program of reading chapter books to children at the Boys & Girls Club with Mrs. Frisby and the Rats of NIMH, by Robert C. O'Brien.

PR for Digital Books: Christine designed social media posts and fliers that illustrate the dramatic difference of costs between physical books, ebooks and audio books. We included information on how to "save" a title in Libby rather than putting it on hold for future reference. All libraries within MHLS are expected to purchase digital materials with 3 holds or more. At the Director's Association meeting we briefly discussed having the Central Library in Poughkeepsie use NYS funds to purchase digital best sellers to relieve individual libraries of that burden, but no decisions were made.

Meetings:

UCLA – June 16th

Director's Association meeting: June 24th

Closed for Juneteenth

I took vacation days: June 17th, 18th and 29th

discover, connect, grow.

Saugerties Public Library
Outreach Committee

Date: June 30

Time: 5:35

Committee Members Attending:

Teresa Giordano (Chair), Alica Graves, Kerry McQuaide, Tim Scott

Staff Attending:

Jennifer Russell (Director)

Discussion/Agenda Items

1. Biblioboard.com

Discussed acquiring access to Biblioboard.com as a way to engage the local community with the library. The project will begin by collecting work from local musicians to upload to the site. Outreach committee will reach out to musicians.

2. Aid to Saugerties Community

Discussed hosting an event in October or November that brings Saugerties local aid organizations together to feature what they offer and how to access their services: food banks, clothing access, veterans' services, teen services, elderly services.

Meeting adjourned: 6:45

Next Outreach meeting: July 27/5:30pm

Mid-Hudson Library System Plan of Service 2027-2031

Free Direct Access Plan

INTRODUCTION

The Free Direct Access Plan (FDAP) is a State approved agreement between the Mid-Hudson Library System (MHLS) and the State Education Department's Division of Library Development of the New York State Library and is required by Commissioner's Regulations 90.3 (a) through (d)(4).

The FDAP reflects MHLS's commitment that no resident in the area served by MHLS will be excluded from direct or on-site access to the resources of any of the system's member libraries on the basis of age, cultural, economic or civic status. The FDAP provides the process for member libraries to identify and place restrictions on excessive and unfair use of resources that have a negative impact on services a member library provides their resident borrowers.

MHLS serves the chartered and registered public libraries in Columbia, Dutchess, Greene, Putnam, and Ulster Counties except in Ulster County where seventeen of the county's twenty-one public libraries are MHLS members and the remaining four libraries are Ramapo-Catskill Library System members.

DEFINITIONS

Direct Access:

"...the ability of an individual, who resides within the boundaries of a public library system and who has a valid borrower's card issued by the system or any member library in the system, to borrow materials for home use directly from the premises of any library that is a member of the public library

system on the same basis as that specified for cardholders in each individual library.” [8 CRR-NY 90.3 Approval of Public Library Systems; (d)(1)(ii)]

Resident Borrower:

“...means an individual who resides within the boundaries of the chartered service area of a public or association or Indian library as defined in section 253 of the Education Law and who is a library cardholder at that library.” [8 CRR-NY 90.3 Approval of Public Library Systems; (a)(5)]

Non-resident borrower:

“...means an individual who resides outside the boundaries of the chartered service area of a public or association or Indian library as defined in section 253 of the Education Law and who is a library cardholder at that library or at another member library of the public library system or who is a system cardholder.” [8 CRR-NY 90.3 Approval of Public Library Systems; (a)(6)]

Underserved:

“...those individuals residing in geographic areas that are within the chartered service area of a member library and which the public library system has identified as having an inadequate level of local income to support the delivery of acceptable library services.” [8 CRR-NY 90.3 Approval of Public Library Systems; (a)(11)]

Unserved:

“...those individuals residing in geographic areas that are within the boundaries of a public library system but outside the boundaries of a chartered service area of a library which is a member of that system.” [8 CRR-NY 90.3 Approval of Public Library Systems; (a)(10)]

Serious inequities and hardships:

“...those conditions which adversely affect resident borrowers of member libraries. Such conditions

are defined in accordance with the free direct access provisions contained in each system's approved plan of service and may include, but are not limited to, a definition of what constitutes excessive borrowing of a library's resources by nonresident borrowers.” [8 CRR-NY 90.3 Approval of Public Library Systems; (a)(9)]

1. *Describe how all individuals residing within the boundaries of the system but outside a member public library's chartered service area will receive library services.*

- A. All residents in the area served by MHLS enjoy the same rights of direct access to MHLS member library resources by the system-wide acceptance of a borrower's card, which is issued free and without charge by any member library to all eligible residents in the area served by MHLS.
- B. Exceptions to Direct Access: MHLS member libraries may implement, at their discretion, the following limited restrictions, on individuals residing outside the library chartered to serve area for services funded with local public funds¹.
 - 1) Member libraries may give preference to the residents of their taxing district for attendance at library programs.
 - 2) Member libraries may give preference to the residents of their taxing district for the use of computers and other on-site technology.
 - 3) Member libraries may restrict the loan of special, subscription, pilot or experimental collections to the residents of their taxing district, (such as locally or county-based eResource subscriptions, Library of Things collections, and museum passes), in compliance with MHLS Resource Sharing Standards².

¹ *Local Public Funds* are funds reported by a MHLS member library as local public operating fund receipts in the library's Annual Report for Public and Association Libraries to the State of New York.

² Special collections, containing unique items not commonly circulated among member libraries, may be excluded from the holds system and that checkout and check in of said items be done only at the owning library. This is adjudicated by the Resource Sharing Advisory Committee.

- 4) Member libraries may give preference to the residents of their taxing district for the reservation and use of meeting space(s).

The entitlement to library services and borrowing privileges outlined in this FDAP shall be forfeited by any individual who fails to observe the rules and regulations or follow the policies of MHLS member libraries and/or MHLS.

2. Describe (a) how the system will assure that those persons living within the system boundaries in an area where a member library chooses to withdraw from the system, or (b) where a chartered and registered library was never a member of the system, will be served by the system.

- A. In the event a library withdraws from MHLS, residents of the library's chartered service area will continue to be entitled to on-site access as specified in #1, above, including the Exceptions to Direct Access.
- B. Residents served by a newly chartered and registered library which have not joined MHLS, will be entitled to on-site access as specified in #1, above, including the Exceptions to Direct Access.

3. Describe what the system considers serious inequities and hardship and the criteria used by the system to make the determination.

- A. MHLS considers "serious inequities and hardships" to be those conditions which adversely affect residents of the chartered areas of member libraries and/or significantly deprive resident borrowers of the opportunity to borrow library materials and access library services.
- B. The criteria used by the system to begin to make the determination of serious inequities and hardship are:
 - 1) Excessive use of a library's collection by residents outside the library's chartered to serve area.
 - 2) Excessive use of a library's collection by residents of a single geographic and/or administrative area³ outside the library's chartered to serve area which is: (1) served by a chartered public

³ ILS Town Code data is used to determine geographic or administrative area(s).

library, and (2) does not provide equitable funding⁴ for library materials and services.

- 3) Excessive use of a library's collection by residents of a geographic and/or administrative area that is: (1) not within a chartered public library service area, and (2) does not provide equitable funding⁵ for library services by contract for library service with MHLS or a MHLS member library or MHLS member libraries.
- 4) An unserved municipality has refused to contract for library services used by its residents over a period of two (2) years where written documentation verifies that repeated requests for funding for library materials and services have been denied.
- 5) An unserved municipality has refused to charter or provide funding for library services where chartering or funding ballot initiatives have been voted down in two successive years.

4. Describe what constitutes excessive out of chartered service area borrowing in the system.

A. MHLS considers the starting point to assess "excessive out of chartered service area borrowing" to be:

- 1) 2027-2028: 51%⁶ of the member library's total circulation based on a three-year average⁷ to residents of all geographic and/or administrative areas⁸ outside the library's chartered service area. In 2029-2031 this percentage will be lowered to 38%; or

⁴ *Equitable funding* of library services is defined as the average Total Local Public Funds per capita for all MHLS member libraries within the county they are located, based on the average of the last three years, as reported by MHLS member libraries in their Annual Report for Public and Association Libraries to the State of New York.

⁵ Ibid.

⁶ Percent same as current Direct Access Plan; Percentage based on ILS Circulation Data by Terminal & Town Code ⁸ ILS Town Code

⁷ Three-year average will not take 2020 into account due to the anomaly of the pandemic.

- 2) 2027-2028: 40%⁸ of the member library's total circulation based on a three-year average⁹ to residents of a single geographic and/or administrative area¹⁰ which is: (1) served by a chartered and registered public library, and (2) does not provide equitable funding¹¹ for library services. In 2029-2031 this percentage will be lowered to 30%; or
- 3) 11%¹² of a member library's total circulation based on a three-year average¹³ to residents of a geographic and/or administrative area¹⁴ that is: (1) not within a chartered and registered public library service area, and (2) does not provide equitable funding¹⁵ for library services by contract with MHLS or a MHLS member library or MHLS libraries.

5. Unserved and Underserved Populations

5.a Describe the unserved¹⁶ and the underserved¹⁷ populations within the system.

Unserved populations exist in some areas of Columbia, Dutchess, Greene, and Ulster Counties. Putnam County has no unserved population. The areas of unserved populations have been mapped by the NYSED Division of Library Development: <https://www.nysl.nysed.gov/sites/default/files/libdev/libs/service-area-maps/system-and-county-maps/mid-hudson.pdf>

⁸ Percent same as current Direct Access Plan; Percentage based on ILS Circulation by Terminal & Town Code

⁹ Three-year average will not take 2020 into account due to the anomaly of the pandemic.

¹⁰ ILS Town Code

¹¹ *Equitable funding* (see footnote 5)

¹² Percent same as current Direct Access Plan; Percentage based on ILS Circulation by Terminal & Town Code

¹³ Three-year average will not take 2020 into account due to the anomaly of the pandemic.

¹⁴ ILS Town Code

¹⁵ *Equitable funding* (see footnote 5)

¹⁶ CR 90.3 (a) - Unserved means those individuals residing in geographic areas that are within the boundaries of a public library system but outside the boundaries of a chartered service area of a library which is a member of that system.

¹⁷ CR 90.3 (a) - Underserved means those individuals residing in geographic areas that are within the chartered service area of a member library and which the public library system has identified as having an inadequate level of local income to support the delivery of acceptable library services.

There are currently no underserved populations within MHLS (see 5.b, below, for MHLS criteria to identify underserved populations).

5.b Describe the criteria used by the system to identify libraries having an inadequate level of local income to support delivery of acceptable library services (underserved). List those libraries so identified.

The MHLS criteria for determining an “inadequate level of local income to support delivery of acceptable library services (underserved)”, is the member library’s ability to comply with minimum standards for public libraries as described in New York State education law and New York State Commissioner’s Regulations (http://www.nysl.nysed.gov/libdev/excerpts/finished_regs/902.htm). Each member library reports on their compliance with the NYS minimum standards in their Annual Report for Public and Association Libraries to the State of New York. If the library is in compliance with the minimum standards, or if the Commissioner of Education has granted a waiver from one or more of the standards, the library is deemed to have an adequate level of support.

5.c-Describe the actions the system will take to expand the availability of library services to unserved and underserved individuals residing within the boundaries of the system.

MHLS and its member libraries have a successful history of sharing resources and providing library services to residents in the area served by MHLS, including persons in unserved areas. MHLS will assist libraries in securing sustainable funding so they can better serve library patrons, including residents in unserved areas. MHLS will provide consulting services to member libraries and report to the MHLS Board of Trustees and the MHLS Directors Association regarding unserved areas. MHLS will work with member libraries to advocate for and to negotiate fair and equitable contracts with unserved communities in order to ensure the availability of library service for the residents of underserved communities. MHLS will work with member libraries serving residents in unserved areas to ensure adherence with the FDAP, which guarantees no resident in the area served by MHLS will be excluded from direct or on-site access to library resources.

5.d-Provide a timetable for such actions

All of the efforts in 5.c will be ongoing.

5.e-Identify who will be responsible for carrying out these actions.

The MHLS Executive Director, MHLS Assistant Director, and the MHLS Library Sustainability Coordinator will be primarily responsible for carrying out these actions.

6. Describe the conditions under which modifications to the free direct access plan can be made:

6.a-Without the prior approval of the Commissioner of Education.

- (1) MHLS member libraries that experience excessive out of chartered service area borrowing, as defined in Section 4, above, may submit to the MHLS Executive Director a claim of serious inequities and hardship. A claim must: (1) be in writing; (2) be based on the official approval of the claim by the member library's board of trustees at a public meeting; and (3) include documented efforts by the library director and board of trustees to secure adequate support from the area(s) in its claim of serious inequities and hardships.
- (2) MHLS will act within 90 days on a claim of serious inequities and hardships as defined in Section 4, above.
 - a) On receipt of a claim, MHLS staff will verify the levels of library use leading to the claim, as well as, verify any other criteria in the claim that may be applied under the FDAP. Verification by MHLS will be transparent but authoritative.
 - b) The MHLS Executive Director will report MHLS findings regarding the claim to the director and board of trustees of the member library submitting the claim.
 - c) The MHLS Board of Trustees will review, at a public meeting of the Board, all claims of serious inequities and hardships submitted to MHLS and the findings of MHLS staff

regarding a claim. The MHLS Board will decide if a claim of serious inequities and hardship is valid.

(3) Based on the MHLS Board accepting a claim of serious inequities and hardship as valid, MHLS staff will confer with the MHLS Directors Association to implement one or more of the following:

- a) Restrict system wide loaning of non-print materials purchased with local funds;
- b) Restrict patron-placed holds and staff-placed holds.

6.b-With the prior approval of the Commissioner of Education.

(1) Proposed restrictions to library service or access beyond those defined in this FDAP, must be approved by MHLS Board of Trustees and the MHLS Directors Association prior to transmission to the Commissioner of Education for approval.

(2) A request for restrictions beyond those defined in this FDAP must be accompanied by the following, in a form acceptable to the Division of Library Development:

- a) Documentation of the completion of the serious inequities and hardships claim process as described in 6.a, above;
- b) A clear description of the proposed restrictions and modifications to the FDAP being requested provided such modifications do not include charging for library services;
- c) Description of the anticipated impact on resident and non-resident¹⁸ borrowers after modifications are approved and implemented;
- d) Provision of a time frame for the beginning and end of such restrictions and modifications to the FDAP.

7. Describe how the system will assure that member libraries are complying with the system free direct access plan approved by a majority of member libraries.

¹⁸ CR 90.3 (a) - Non-resident borrower means an individual who resides outside the boundaries of the chartered service area of a public or association or Indian library as defined in section 253 of the Education Law and who is a library cardholder at that library or at another member library system or who is a system cardholder.

- A. Based on the recommendation of the MHLS Directors Association, the adoption by the MHLS Board of Trustees, and the approval by the Commissioner of Education, the FDAP will be distributed to all member libraries and posted on the MHLS website. MHLS will lead a discussion on the approved FDAP at a regular meeting of the MHLS Directors Association to review the plan in detail and reinforce the importance of compliance with the plan. MHLS staff will be responsive to any queries or concerns regarding the FDAP.
- B. MHLS member libraries, Board of Trustees, and staff recognize the MHLS Plan of Service, of which this FDAP is a part, is an agreement between MHLS and the State Education Department and is required by Commissioner's Regulations 90.3 (a) through (d)(4).

8. *Describe how the system obtained member library input to the plan for free direct access.*

- A. An ad hoc committee of member library directors was convened to discuss the existing plan and to make recommendations to update the plan.
- B. A draft of the plan was reviewed by the MHLS System Services Advisory Committee, the MHLS Personnel & Planning Committee and was unanimously endorsed by both the MHLS Directors Association and the MHLS Board of Trustees.

Endorsed by the MHLS Directors Association: June 24, 2026

Approved by a super majority of MHLS Member Libraries: [DATE]

Approved by the MHLS Board of Trustees: [DATE]

Saugerties Public Library
2025-2026 Statistics Compared

	Jan '25	Jan '26	Feb '25	Feb '26	March '25	March '26	April '25	April '26	May '25	May '26	June '25	June '26	July '25	July '26
Circulation														
Adult	2,318	2,435	2,122	2,131	2,251	2,424	2,202	2,306	2,240	2,224	2,102	2,450	2,544	
Adult renewals	1,035	988	999	953	1,145	1,149	992	1,100	1,038	1,156	1,024	955	1,024	
Juvenile	2,095	1,854	1,783	1,595	1,726	1,857	1,736	1,676	1,632	1,661	1,767	1,858	2,326	
Juvenile renewals	814	847	1,038	862	1,032	1,006	915	1,063	904	964	951	825	1,147	
Teen	107	128	97	144	70	118	85	161	132	118	125	143	184	
Teen renewals	58	80	41	84	41	96	44	81	43	80	58	90	83	
Total Circulation	6,427	6,332	6,080	5,769	6,265	6,650	5,974	6,387	5,989	6,203	6,027	6,321	7,308	
		-1%		-5%		6%		7%		4%		5%		
Holds Filled														
Adults	979	1,042	861	909	934	1,110	928	1,026	967	1,025	980	1,013	1,129	
Juvenile	547	516	370	537	468	596	423	539	375	483	355	415	357	
Teen	54	57	42	75	43	62	64	81	78	59	60	83	73	
ILL received	2	4	2	1	3	1	2	0	4	0	1	0	2	
ILL loaned	1	0	2	0	1	2	0	0	0	0	0	0	0	
Total Holds	1,583	1,619	1,277	1,522	1,449	1,771	1,417	1,646	1,424	1,567	1,396	1,511	1,561	
		2%		19%		22%		16%		10%		8%		
Questions Answered														
Adult	742	712	718	804	793	927	843	864	744	766	840	847	1,014	
Children's	163	155	145	127	128	143	136	177	136	156	161	161	179	
Total Questions	905	867	863	931	921	1,070	979	1,041	880	922	1,001	1,008	1,193	
		-4%		8%		16%		6%		5%		1%		
Programs														
Adult	24	26	24	32	33	36	34	31	31	25	26	24	24	
Teen	22	17	19	17	20	17	20	18	13	9	19	16	20	
Children's	26	23	29	23	30	24	31	25	28	24	29	26	44	
Total Programs	72	66	72	72	83	77	85	74	72	58	74	66	88	
		-8%		0%		-7%		-13%		-19%		-11%		
Program Attendance														
Adult	228	292	226	338	552	713	529	633	566	939	262	240	196	
Teen	137	157	129	151	147	164	123	158	87	87	298	335	181	
Children	322	411	225	437	269	757	234	282	239	1,146	1,545	668	976	
Total attendance	687	860	580	926	968	1,634	886	1,073	892	2,172	2,105	1,243	1,353	
		25%		60%		69%		21%		144%		41%		
Computer sessions	311	334	304	366	381	406	397	387	331	344	331	396	425	
		7%		20%		7%		-3%		4%		20%		
Web Page Visits	6,207	5,936	5,728	5,356	6,161	5,930	6,350	5,344	6,224	5,693	6,188	5,755	6,889	
		-4%		-6%		-4%		-16%		-9%		7%		
New Cards Issued	30	41	30	44	33	54	30	56	32	56	39	33	84	
		37%		47%		64%		87%		75%		-15%		
Overdrive Audiobook	1098	1207	1042	1027	1058	1275	1030	1187	1110	1036	1009		1155	
Overdrive eBook	1036	1003	918	998	982	1013	903	946	927	1203	867		1051	
Overdrive Magazine	626	738	578	679	631	733	683	666	601	739	621		547	
Overdrive Total	2760	2948	2538	2704	2671	3021	2616	2799	2638	2978	2497		2753	
		7%		7%		13%		7%		13%				

Saugerties Public Library
2025-2026 Statistics Compared

	August '25	August '26	Sept '25	Sept '26	Oct '25	Oct '26	Nov '25	Nov '26	Dec '25	Dec '26	TOTAL 2025	TOTAL 2026	
Circulation													
Adult	2,424		2,397		2,326		2,096		2,133		27,457	13,970	51%
Adult renewals	1,185		1,223		1,073		1,077		1,065		12,641	6,301	50%
Juvenile	2,107		1,844		1,944		1,386		1,279		23,458	10,501	45%
Juvenile renewals	1,052		1,181		1,084		1,068		859		12,215	5,567	46%
Teen	155		100		131		111		114		1,532	812	53%
Teen renewals	69		68		63		48		62		762	511	67%
Total Circulation	6,992		6,813		6,621		5,786		5,512		78,065	37,662	48%
Holds Filled											0		
Adults	1,027		976		982		893		935		11,111	6,125	55%
Juvenile	401		524		482		396		411		4,830	3,086	64%
Teen	72		51		73		58		54		596	417	70%
ILL received	0		0		4		2		2		6	6	100%
ILL loaned	1		0		0		2		0		6	2	33%
Total Holds	1,501		1,551		1,541		1,351		1,402		16,549	9,636	58%
Questions Answered											0		
Adult	974		889		812		681		547		10,359	4,768	46%
Children's	199		121		230		171		146		2,873	897	31%
Total Questions	1,173		1,010		1,042		852		693		13,232	5,665	43%
Programs											0		
Adult	26		23		29		24		22		286	174	61%
Teen	16		17		17		12		13		193	94	49%
Children's	36		23		25		17		22		268	145	54%
Total Programs	78		63		71		53		57		747	413	55%
Program Attendance											0		
Adult	284		205		256		199		453		3,259	3,155	97%
Teen	127		120		101		97		89		1,396	1,052	75%
Children	428		348		455		209		206		5,959	3,701	62%
Total attendance	839		673		812		505		748		10,614	7,908	75%
Computer sessions	322		339		366		273		265		4,531	2,233	49%
Web Page Visits	5,799		5,510		5,943		5,250		4,796		66,546	34,014	51%
New Cards Issued	48		32		36		32		29		464	284	61%
Overdrive Audiobook	1071		1033		1062		1153		1130		9971	5732	57%
Overdrive eBook	1080		991		970		962		927		10839	5163	48%
Overdrive Magazine	595		592		653		622		665		5617	3555	63%
Overdrive Total	2746		2616		2685		2737		2722		26427	14450	55%

2026

[illegible][illegible]

Saugerties Public Library
Policy & Personnel Committee

Date: July 1, 2026

Time: 6:15 pm

Present: Scott (Chair), Kielland, Lang, Poll, Russell (Director)

Absent:

Agenda:

Policies for Review:

1. Community Room Policy

- Many different groups request to use the library's community room. Some (particularly political/activist and a religious group), have continued to request to do so on a fairly consistent basis with the understanding that library & FOTL programming has first priority.
- Jen shared the Phoenicia Library's Community Room policy which in-part states the following:
"Political meetings are acceptable for the discussion of issues but not for campaign purposes, party caucuses, or meetings closed to the public. Religious topics and discussions are allowed. Religious services and proselytizing is not allowed."
 - Discussion on the best way to address these issues within our own policy ended with agreement on adding the first line of Phoenicia's policy to our own while also specifying that electoral candidates cannot use library space as campaign headquarters.
 - On the religious aspect, there is a question as to how we can accommodate. More thought is needed. Jen will contact lawyer.

2. Personnel Manual

- Our review of this manual is expected to take several meetings. We will update as needed (i.e. since the last review, the Policy and Personnel Committees have been merged. All references to a single "Personnel Committee" will be changed throughout to read "Policy and Personnel Committee).
- Article I Section 1.07: Personnel Records Access
 - Medical records need to be separate from Personnel along with I-9 forms. Jen will research the updated requirements for filing personnel records and report to the committee any changes needed for the manual.

Personnel:

1. Jen informed us that a clerk who had been planning to go to regular part-time status did not make it onto the required Civil Service list. Since their employment status will not change at this time, the library's budget line for salaries will be reduced by roughly \$3,000.

Action Item:

Vote to approve a change in the By-laws under Article V: Officers and their Duties.

A former trustee, who has vacated their seat for a minimum of three years before being elected for a new term, will be considered a New Trustee and may serve as a committee chair or be elected to an Executive Office after 1 year of required service.

Adjourned: 7:25 pm

Next meeting: July 22 at 6:15pm