

Saugerties Public Library Board Agenda
September 10, 2026
5:30 pm Social Time and 6pm Meeting

Roll Call

Public Comment

Old Business:

New Business:

1. Introducing Liz Mendoza
2. Nominating Committee
3. Advertising for Director position

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

Executive Session

Next meeting - October 8, 2026

Budget and Trustee Vote on September 15, 2026 from 10 am - 8pm

**Saugerties Public Library
Regular Board Meeting
Date: August 13, 2026**

Present: Trustees Timothy Scott, Charlotte Herscher, Yosefa Karchmar, Valentina Kielland, Rebecca Lang, Kerry McQuaide, Ken Goldberg, Alice Graves, Teresa Giordano

Absent: Erin Poll, Paul Van Benschoten

Staff: Director Jennifer Russell

Public Attendees: Bill Barr (Town Board Liaison), Ray Rebholz,

Meeting called to order at 6:07 PM by President Tim Scott

Public Comment: Bill Barr will bring our proposed budget to the town supervisor. Key Capture Energy made a presentation regarding battery storage. The town has authorized the planning board to hire a consultant to review the battery storage safety standards and procedures. On 9/2 and 10/7, the board will have hearings on zoning change for indoor agriculture. The climate change summit has a survey that will go directly to the Cornell cooperative extension. The village trustees approved a resolution asking the town to have a moratorium on the battery storage system.

Friends of Library: Ray Rebholz: impressed with numbers on budget. Friends comes back on 9/21 at 7:00pm. They have 12 new memberships garnered from the Annual Report to the Community mailer. Paul and Jen have been working on the tables that the friends provided. This is still a work in progress. The little free library upgrades continue. They are looking forward to a great season.

Old Business: None

New Business:

1. **New Vote Date:** The date is September 15th from 10-8. There is a new flyer that each board member has been asked to post.

Secretary's Report:

MOTION: to approve

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

Treasurer's Report: one bill: there was a \$2,800 bill for electrical work for replacing emergency lights. We had a \$3,500 for Biblioboard subscription. That was paid for by Kiwanis club and Steinhorn funds.

MOTION: Motion to pay the bills in the amount of \$29,890.82 was made by Charlotte and seconded by Tim.

All in favor.

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

- 1) Board Election: There are two open seats for the board, and we have two Saugerties residents who have completed the petition and will be on the ballot for the September 15th election. They are returning board member Paul Van Benschoten and community member Ed Himberger.
- 2) Summer Reading Program: Both children and teens have participated in the SRP diorama contest this year. Each participating patron took home a small toy and built a diorama around it. Children took a crocodile and teens took a dinosaur skeleton. Anyone can vote for their favorite, so please take a moment to look them over and vote. Jen recommends we check them out and vote on them!
- 3) Local Artist: Suzanne Bennet has been in contact with Jen about a grant from the New York State African American Heritage Grant Program that she and others are writing. They are hoping to fund the creation of a bust of local artist, Augusta Savage that would be on display at the library. Jen said that the policy on donations of art to the library includes the fact that there may come a day where the artwork goes away due to renovations or some unforeseen issue..
- 4) Discussion regarding AI policy: Jen took a webinar about this. There are thoughts about potentially installing "Duck AI" as it is safer. There is also the question about accepting AI art in the gallery.

Ambassadors report: Teresa: there are a series of AI webinars from the MHLS. There is one on 9/2 from 10-11. Teresa can share the information about how to sign up. The Ulster County Library Association Dinner was announced. We have two members going, Kerry and Alice.

Committee Reports:

Finance:

Did not meet

Next meeting: August 17th at 6:00

Personnel/Policy: See minutes attached.

Met on 7/22.

- 1) Law enforcement policy. We heard from the lawyer. The only thing we had to do was change the date regarding the legal counsel.
Motion: Tim makes a motion to adopt as amended. Yosefa seconded. All in favor.
- 2) Community room usage: The lawyer said political meetings have to be open to the public and the lawyer talked about religious use and we are still waiting to hear back regarding that.
- 3) AI: no policy yet. There was discussion about personal information being stored.

- 4) We are doing an ongoing Personnel policy review. We are striking anything that is not gender neutral. We looked at ways to have more inclusive staff hiring. We still have more to look into.

Next meeting: August 26th at 6:15

Facilities: see minutes attached.

- 1) Looking for original floor tile to use as a reference to fix other broken pieces.
- 2) Archtop fiber switch. Things are still slow. This process involved MHLS and is ongoing. We may need to hire Archtop or the Computer Guys to tackle the issues we are having. MHLS says the switch we purchased is fighting with the brand of wireless extenders.
- 3) Bluestone steps: need to start working on that
- 4) Discussed building maintenance issues coming up for the next year.

Next meeting: August 18th at 6:00

Outreach: See minutes attached.

- 1) They did some research into musicians putting their music on biblioboard. They seemed happy about the idea. It would be original music. The library has subscribed and is in the process of setting up the account and setting up an easy way to explain this to the public. This would be good for music and writers.
- 2) Still discussing a local Aid Agency event at the library in the fall. We need a way to appeal to those who need services and those who could volunteer.

Next meeting: August 24th at 5:30

Next meeting for the Board: Next meeting: September 10, 2026

Motion to adjourn by Tim at 6: 51 PM

Seconded by Charlotte

Passes unanimously.

Submitted by Rebecca Lang

Saugerties Public Library

General Fund Revenue and Expenditure Report

	Jan - Aug 26	Jan - Aug 25
Ordinary Income/Expense		
Income		
1001 · Real Property Taxes	770,986.00	707,326.00
2082 · Fees	7,419.46	6,616.30
2401 · Interest	20,187.86	17,490.93
2705 · Gifts & Donations		
2705.4 · Friends	5,540.00	18,269.00
2705.2 · General	25,295.00	1,000.00
Total 2705 · Gifts & Donations	30,835.00	19,269.00
3840 · New York State Aid	6,017.70	5,413.50
Total Income	835,446.02	756,115.73
Expense		
7410.1 · Salaries	254,473.52	254,166.29
7410.4 · Contractual Expenses		
.4.1 · Library Material		
.4.1.8 · Music	0.00	50.96
.4.1.7 · Streaming	4,830.22	4,649.18
.4.1.1 · DVD	2,220.37	1,612.85
.4.1.2 · Books		
4.1.2A · Adult Books	10,975.69	7,877.80
4.1.2J · Children's Books	7,999.40	3,448.17
Total .4.1.2 · Books	18,975.09	11,325.97
.4.1.3 · Subscriptions	4,016.95	1,994.44
.4.1.4 · Newspapers	1,633.00	1,646.00
.4.1.5 · Digital Materials	15,006.01	10,337.77
.4.1.6 · Audio Books	0.00	47.99
Total .4.1 · Library Material	46,681.64	31,665.16
.4.2 · Programs, Publicity, History		
.4.2.1 · Programs	14,659.88	11,703.29
.4.2.2 · Microfilm & Archives	0.00	2,785.00
.4.2.3 · Newsletter & Public Relations	3,989.99	3,728.07
Total .4.2 · Programs, Publicity, History	18,649.87	18,216.36
.4.3 · Operation of Building		
.4.3.1 · Utilities	22,104.62	17,692.49
.4.3.2 · Telephone	1,963.46	2,059.26
.4.3.3 · Insurance	19,779.50	18,553.65
.4.3.4 · Maintenance Service & Supplies	3,485.18	2,388.39
.4.3.5 · Lawn & Grounds	2,745.41	58.97
.4.3.6 · Building R&M	8,275.52	20,031.99
.4.3.7 · Snow Removal	2,375.00	1,900.00
.4.3.8 · Elevator	2,620.08	14,589.64
.4.3.9 · Geothermal	2,074.24	1,761.26
.4.3.12 · Internet	1,869.37	1,699.88
Total .4.3 · Operation of Building	67,292.38	80,735.53

Saugerties Public Library

General Fund Revenue and Expenditure Report

	Jan - Aug 26	Jan - Aug 25
.4.4 · Equipment R&M, Supplies		
.4.4.1 · Copier	3,596.33	3,308.52
.4.4.2 · Office Supplies	1,649.24	1,391.74
.4.4.4 · Postage	38.41	291.25
.4.4.6 · Equipment Purchases	2,861.99	27,445.78
.4.4.7 · Equipment R&M	269.39	2,723.75
Total .4.4 · Equipment R&M, Supplies	8,415.36	35,161.04
.4.5 · Automation, System Fees		
.4.5.1 · Automation & Online Services	7,815.36	3,867.33
.4.5.2 · MHLS Assessment Fees	12,719.38	15,022.62
Total .4.5 · Automation, System Fees	20,534.74	18,889.95
.4.6 · Professional Services		
.4.6.8 · Professional Memberships	1,825.00	975.00
.4.6.7 · Payroll Service Fees	2,210.92	1,916.78
.4.6.1 · Accounting	6,000.00	4,800.00
.4.6.3 · Board Expenses	76.77	0.00
.4.6.4 · Consulting & Legal Services	1,500.00	1,000.00
.4.6.5 · IT Maintenance Consultant	1,690.00	1,742.00
.4.6.6 · Staff Development	762.26	535.06
Total .4.6 · Professional Services	14,064.95	10,968.84
.4.7 · Election Expenses		
.4.7.1 · Election Inspectors	450.00	400.00
.4.7.2 · Election Expenses	135.00	135.00
Total .4.7 · Election Expenses	585.00	535.00
Total 7410.4 · Contractual Expenses	176,223.94	196,171.88
9010 · Employee Benefits		
.1 · Retirement	49,667.00	41,909.00
.2 · Social Security & Medicare	19,121.18	19,057.09
.3 · Workers Compensation	2,878.00	3,552.00
.4 · Disability	402.96	335.91
.5 · Medical & Dental Benefits	58,190.80	54,248.46
.6 · Life Insurance	193.97	191.57
Total 9010 · Employee Benefits	130,453.91	119,294.03
Total Expense	561,151.37	569,632.20
Net Ordinary Income	274,294.65	186,483.53
Net Income	274,294.65	186,483.53

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

	Jan - Aug 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	7,419.46	9,000.00	-1,580.54	82.44%
2401 · Interest	20,187.86	12,000.00	8,187.86	168.23%
2705 · Gifts & Donations				
2705.4 · Friends	5,540.00	6,000.00	-460.00	92.33%
2705.2 · General	25,295.00	13,000.00	12,295.00	194.58%
Total 2705 · Gifts & Donations	30,835.00	19,000.00	11,835.00	162.29%
3840 · New York State Aid	6,017.70	5,500.00	517.70	109.41%
3999 · Appropriated Fund Balance	0.00	25,377.24	-25,377.24	0.0%
Total Income	835,446.02	841,863.24	-6,417.22	99.24%
Expense				
7410.1 · Salaries	254,473.52	429,273.60	-174,800.08	59.28%
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.7 · Streaming	4,830.22	9,000.00	-4,169.78	53.67%
.4.1.1 · DVD	2,220.37	2,500.00	-279.63	88.82%
.4.1.2 · Books				
4.1.2A · Adult Books	10,975.69	19,598.00	-8,622.31	56.0%
4.1.2J · Children's Books	7,999.40	8,000.00	-0.60	99.99%
Total .4.1.2 · Books	18,975.09	27,598.00	-8,622.91	68.76%
.4.1.3 · Subscriptions	4,016.95	1,500.00	2,516.95	267.8%
.4.1.4 · Newspapers	1,633.00	2,500.00	-867.00	65.32%
.4.1.5 · Digital Materials	15,006.01	22,000.00	-6,993.99	68.21%
Total .4.1 · Library Material	46,681.64	65,098.00	-18,416.36	71.71%
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs	14,659.88	7,000.00	7,659.88	209.43%
.4.2.3 · Newsletter & Public Relations	3,989.99	4,000.00	-10.01	99.75%
Total .4.2 · Programs, Publicity, History	18,649.87	11,000.00	7,649.87	169.54%
.4.3 · Operation of Building				
.4.3.1 · Utilities	22,104.62	28,000.00	-5,895.38	78.95%
.4.3.2 · Telephone	1,963.46	3,500.00	-1,536.54	56.1%
.4.3.3 · Insurance	19,779.50	30,000.00	-10,220.50	65.93%
.4.3.4 · Maintenance Service & Supplies	3,485.18	4,000.00	-514.82	87.13%
.4.3.5 · Lawn & Grounds	2,745.41	5,808.00	-3,062.59	47.27%
.4.3.6 · Building R&M	8,275.52	12,000.00	-3,724.48	68.96%
.4.3.7 · Snow Removal	2,375.00	2,000.00	375.00	118.75%
.4.3.8 · Elevator	2,620.08	4,000.00	-1,379.92	65.5%
.4.3.9 · Geothermal	2,074.24	10,000.00	-7,925.76	20.74%
.4.3.12 · Internet	1,869.37	2,650.00	-780.63	70.54%
Total .4.3 · Operation of Building	67,292.38	101,958.00	-34,665.62	66.0%
.4.4 · Equipment R&M, Supplies				
.4.4.1 · Copier	3,596.33	5,500.00	-1,903.67	65.39%

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

	Jan - Aug 26	Budget	\$ Over Budget	% of Budget
.4.4.2 · Office Supplies	1,649.24	2,500.00	-850.76	65.97%
.4.4.4 · Postage	38.41	800.00	-761.59	4.8%
.4.4.6 · Equipment Purchases	2,861.99	8,000.00	-5,138.01	35.78%
.4.4.7 · Equipment R&M	269.39	5,000.00	-4,730.61	5.39%
Total .4.4 · Equipment R&M, Supplies	8,415.36	21,800.00	-13,384.64	38.6%
.4.5 · Automation, System Fees				
.4.5.1 · Automation & Online Services	7,815.36	4,000.00	3,815.36	195.38%
.4.5.2 · MHLS Assessment Fees	12,719.38	22,073.00	-9,353.62	57.62%
Total .4.5 · Automation, System Fees	20,534.74	26,073.00	-5,538.26	78.76%
.4.6 · Professional Services				
.4.6.8 · Professional Memberships	1,825.00	1,200.00	625.00	152.08%
.4.6.7 · Payroll Service Fees	2,210.92	3,000.00	-789.08	73.7%
.4.6.1 · Accounting	6,000.00	9,000.00	-3,000.00	66.67%
.4.6.3 · Board Expenses	76.77	300.00	-223.23	25.59%
.4.6.4 · Consulting & Legal Services	1,500.00	2,000.00	-500.00	75.0%
.4.6.5 · IT Maintenance Consultant	1,690.00	1,650.00	40.00	102.42%
.4.6.6 · Staff Development	762.26	400.00	362.26	190.57%
Total .4.6 · Professional Services	14,064.95	17,550.00	-3,485.05	80.14%
.4.7 · Election Expenses				
.4.7.1 · Election Inspectors	450.00	450.00	0.00	100.0%
.4.7.2 · Election Expenses	135.00	200.00	-65.00	67.5%
Total .4.7 · Election Expenses	585.00	650.00	-65.00	90.0%
Total 7410.4 · Contractual Expenses	176,223.94	244,129.00	-67,905.06	72.19%
9010 · Employee Benefits				
.1 · Retirement	49,667.00	49,950.00	-283.00	99.43%
.2 · Social Security & Medicare	19,121.18	31,320.00	-12,198.82	61.05%
.3 · Workers Compensation	2,878.00	4,700.00	-1,822.00	61.23%
.4 · Disability	402.96	350.00	52.96	115.13%
.5 · Medical & Dental Benefits	58,190.80	83,978.64	-25,787.84	69.29%
.6 · Life Insurance	193.97	470.00	-276.03	41.27%
Total 9010 · Employee Benefits	130,453.91	170,768.64	-40,314.73	76.39%
Total Expense	561,151.37	844,171.24	-283,019.87	66.47%
Net Ordinary Income	274,294.65	-2,308.00	276,602.65	-11,884.52%
Net Income	274,294.65	-2,308.00	276,602.65	-11,884.52%

Saugerties Public Library Abstract Check Register

6455

Type	Date	Num	Name	Memo	Amount
Check	08/05/2026		Paychex Garnishment		-60.55
Check	08/06/2026	EFT	NYS Emp Retire System		-612.91
Check	08/19/2026		Paychex Garnishment		-60.31
Check	08/31/2026	12001	Welsh Sanitation		-105.77
Check	08/31/2026	12002	Metropolitan Life Insurance Companies		-21.47
Check	08/31/2026	12003	W B Mason Co Inc		-167.65
Check	08/31/2026	12004	The Hartford		-2.40
Check	08/31/2026	12005	Midwest Tape		-797.95
Check	08/31/2026	12006	Stewart's		-204.00
Check	08/31/2026	12007	WZ Accountants		-750.00
Check	08/31/2026	12008	Ingram Library Services		-1,314.94
Check	08/31/2026	12009	Binnewater		-78.32
Check	08/31/2026	12010	Amazon Capital Services	Invoice 1PYH-64LP-3NDL	-1,506.89
Check	08/31/2026	12011	Credit Card Payment Processing		-546.47
Check	08/31/2026	12012	OverDrive Inc		-1,973.66
Check	08/31/2026	12013	Emily Ellison		-400.00
Check	08/31/2026	12014	Wild Hudson Valley LLC		-250.00
Check	08/31/2026	12015	Michello Diano		-250.00
Check	08/31/2026	12016	Eric Roth		-200.00
Check	08/31/2026	12017	Arlene Discordia		-225.00
Check	08/31/2026	12018	Elaine Sapunarich		-225.00
Check	08/31/2026	12019	Tiffany L ydecker		-135.00
Check	08/31/2026	12020	Blodgett Memorial Library		-25.00
Check	08/31/2026	12021	New York Library Association		-305.00
Check	08/31/2026	EFT	Paychex		-242.66
Check	08/31/2026	12022	Shelter Point Life		-681.75
Check	08/31/2026	12023	National Business Technology	Invoice: 598314371	-399.10
Check	08/31/2026	12024	Cintas Corp		-58.00
Check	08/31/2026	12025	CDPHP	Invoice: 262250058320	-6,220.64
Check	08/31/2026	12026	Archtop Fiber	Inv 10002422381	-406.23
Check	08/31/2026	EFT	Central Hudson		-2,557.87

Total M&T General Fund

Checking 6455

M&T Capital Fund Checking

6430

Total M&T Capital Fund

Checking 6430

TOTAL

-20,784.54

-20,784.54

Saugerties Public Library

Abstract

August 2026

	Num	Name	Memo	Amount
Ordinary Income/Expense				
Income				
2082 · Fees				
			Square income	252.42
Total 2082 · Fees				252.42
Total Income				252.42
Expense				
7410.1 · Salaries				
	08.06.26 PR			16,023.60
	08.20.26 PR			15,960.24
Total 7410.1 · Salaries				31,983.84
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.7 · Streaming				
	12005	Midwest Tape	#509360927	589.54
	12011	Credit Card Payment Processing		29.99
Total .4.1.7 · Streaming				619.53
.4.1.1 · DVD				
	12005	Midwest Tape	Inv 509298764	26.24
	12005	Midwest Tape	Inv 509314791	50.23
	12005	Midwest Tape	Inv 509340960	131.94
Total .4.1.1 · DVD				208.41
.4.1.2 · Books				
4.1.2A · Adult Books				
	12008	Ingram Library Services		371.17
	12010	Amazon Capital Services	Invoice 1PYH-64LP-3NDL	856.29
	12020	Blodgett Memorial Library		25.00
Total 4.1.2A · Adult Books				1,252.46
4.1.2J · Children's Books				
	12008	Ingram Library Services	Carnegie	44.79
	12008	Ingram Library Services		898.98
	12010	Amazon Capital Services	Invoice 1PYH-64LP-3NDL	517.63
Total 4.1.2J · Children's Books				1,461.40
Total .4.1.2 · Books				2,713.86
.4.1.4 · Newspapers				
	12006	Stewart's		204.00
Total .4.1.4 · Newspapers				204.00
.4.1.5 · Digital Materials				
	12012	OverDrive Inc		1,973.66
Total .4.1.5 · Digital Materials				1,973.66
Total .4.1 · Library Material				5,719.46

Saugerties Public Library

Abstract

August 2026

	Num	Name	Memo	Amount
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs				
	12010	Amazon Capital Services	Invoice 1PYH-64LP-3NDL	108.29
	12011	Credit Card Payment Processing		150.64
	12013	Emily Ellison		400.00
	12014	Wild Hudson Valley LLC	carnegie	250.00
	12015	Michello Diano		250.00
	12016	Eric Roth		200.00
Total .4.2.1 · Programs				1,358.93
Total .4.2 · Programs, Publicity, History				1,358.93
.4.3 · Operation of Building				
.4.3.1 · Utilities				
	EFT	Central Hudson	EFT	2,557.87
Total .4.3.1 · Utilities				2,557.87
.4.3.2 · Telephone				
	12026	Archtop Fiber	Inv 10002422381	206.24
Total .4.3.2 · Telephone				206.24
.4.3.4 · Maintenance Service & Supplies				
	12001	Welsh Sanitation		105.77
	12003	W B Mason Co Inc		93.67
	12009	Binnewater		78.32
	12011	Credit Card Payment Processing		0.00
Total .4.3.4 · Maintenance Service & Supplies				277.76
.4.3.6 · Building R&M				
	12024	Cintas Corp		58.00
Total .4.3.6 · Building R&M				58.00
.4.3.12 · Internet				
	12026	Archtop Fiber	10002422381	199.99
Total .4.3.12 · Internet				199.99
Total .4.3 · Operation of Building				3,299.86
.4.4 · Equipment R&M, Supplies				
.4.4.1 · Copier				
	12023	National Business Technology	Invoice: 598314371	399.10
Total .4.4.1 · Copier				399.10
.4.4.2 · Office Supplies				
	12003	W B Mason Co Inc		73.98
	12010	Amazon Capital Services	Invoice 1PYH-64LP-3NDL	24.68
	12011	Credit Card Payment Processing		269.08
Total .4.4.2 · Office Supplies				367.74

Saugerties Public Library

Abstract

August 2026

	Num	Name	Memo	Amount
.4.4.4 · Postage				
	12011	Credit Card Payment Processing		0.00
Total .4.4.4 · Postage				0.00
.4.4.7 · Equipment R&M				
	12011	Credit Card Payment Processing		0.00
Total .4.4.7 · Equipment R&M				0.00
Total .4.4 · Equipment R&M, Supplies				766.84
.4.5 · Automation, System Fees				
.4.5.1 · Automation & Online Services				
	12011	Credit Card Payment Processing		96.76
Total .4.5.1 · Automation & Online Services				96.76
Total .4.5 · Automation, System Fees				96.76
.4.6 · Professional Services				
.4.6.9 · Merchant Fees				
			Square income	43.11
Total .4.6.9 · Merchant Fees				43.11
.4.6.7 · Payroll Service Fees				
	EFT	Paychex		242.66
Total .4.6.7 · Payroll Service Fees				242.66
.4.6.1 · Accounting				
	12007	WZ Accountants		750.00
Total .4.6.1 · Accounting				750.00
.4.6.6 · Staff Development				
	12021	New York Library Association	carnegie	305.00
Total .4.6.6 · Staff Development				305.00
Total .4.6 · Professional Services				1,340.77
.4.7 · Election Expenses				
.4.7.1 · Election Inspectors				
	12017	Arlene Discordia	inspector	225.00
	12018	Elaine Sapunarich		225.00
Total .4.7.1 · Election Inspectors				450.00
.4.7.2 · Election Expenses				
	12019	Tiffany L ydecker	clerk of election	135.00
Total .4.7.2 · Election Expenses				135.00
Total .4.7 · Election Expenses				585.00
Total 7410.4 · Contractual Expenses				13,167.62
9010 · Employee Benefits				
.2 · Social Security & Medicare				
	08.06.26 PR			1,203.96
	08.20.26 PR			1,231.43
Total .2 · Social Security & Medicare				2,435.39
.4 · Disability				
	08.06.26 PR			-17.01

Saugerties Public Library

Abstract

August 2026

	Num	Name	Memo	Amount
	08.20.26 PR			-16.05
	12022	Shelter Point Life	9/30/27	681.75
Total .4 · Disability				648.69
.5 · Medical & Dental Benefits				
	08.06.26 PR			-285.68
	08.20.26 PR			-285.68
	12025	CDPHP	262250058320	6,220.64
Total .5 · Medical & Dental Benefits				5,649.28
.6 · Life Insurance				
	12002	Metropolitan Life Insurance Companies	Life insurance	21.47
	12004	The Hartford		2.40
Total .6 · Life Insurance				23.87
Total 9010 · Employee Benefits				8,757.23
Total Expense				53,908.69
Net Ordinary Income				-53,656.27
				-53,656.27

August Director's Report 2026

Board Election: Absentee ballots are available and must be returned by September 15th. The election inspectors have been hired and Tiffany is the election clerk.

Facilities: Superior Roofers has sent an estimate for roof repairs and he will get in touch with us when he is able to begin work. After an illness, Rachel from Ancient Gardens worked on the front and side gardens.

Personnel: Our Page Jack Spitzberg has gone off to college! We will not be replacing him at this time. The Director search has commenced. The advertisement has gone to NYLINE, the Black Librarian Caucus, and REFORMA which is a Spanish speaking librarian website. It is also in the bulletin which goes to all of the Mid-Hudson library system. Jennifer Russell's last day will be September 11th.

Saugerties Library has switched from MetLife to Hartford for life insurance.

Programs: The Summer Reading Program continued with an Adult US History trivia contest (for the 250th) and two Dinosaur programs with large interactive fossil displays. We finished up the Friday afternoon movie series. We held the popular puzzle competition.

The Great Give Back: In honor of the 250th, all of the Ulster and Dutchess county libraries will be participating in a Food Fight. From September 2nd to October 17th, we will be accepting non-perishable food donations. Along with all of the other libraries, we will tally up how many items we receive and compare our numbers with the Dutchess County libraries. Rosemarie LaTourette has a contact at the St. Mary of the Snow food pantry for all of the donations.

Ulster County Health put a table in the lobby to offer information about lead poisoning.

Bluestone Steps: Brigid Walsh has been contacted about the renovation of the front steps. Paul Van Benschoten met with Brigid Walsh to begin a conversation about renovation.

Meetings: We had a staff meeting on Friday August 28th.
UCLA –in person at the Plattekill Library

Policy & Personnel Committee Minutes

8/26/26

Location: Saugerties Public Library
Time: 6:15 pm

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

Policy

1. Community Room Use

- An updated form has been put into place. It will have clearer guidelines as to how often single groups can use the Community Room (see attached). Library programming takes precedence.

2. Computer Use Policy and FOIL

- Ongoing discussion on what constitutes a “record” and how to bring our policy more up to date. Currently, the term “record” implies paper records and not the realities of digital records, etc.
- P&P in agreement that library CCTV cameras are library records.
- Our FOIL Policy states that paper records will cost a certain amount to print. Do we want to bring those amounts more in line with today’s costs? What staff will be needed to produce records and should they be compensated for that time? Might any completed policy ask “Up to what amount are you willing to pay in order to fulfill this request?” Currently, this is what the IRS FOIL form asks. If the amount does not cover costs, the individual would be informed and they could then decide whether to proceed or not.
- Public Officer’s Law Statute could be a good resource to guide this conversation.
- In regards to video privacy, there is agreement that a subpoena will be needed otherwise the library will not hand over video records. Jen brought up that individuals recording within the library can’t really be stopped unless a patron or staff asks the individual to stop (then it’d be a Patron Code of Conduct issue).

Personnel

1. Jen has informed us that the library has switched to Hartford Life Insurance from Metlife effective immediately.

Meeting adjourned: 7:25pm

Next Meeting: 9/23/26

Saugerties Public Library
Facilities Committee

Date: August 18th, 2026

Time: 6 PM

Committee Members Attending: Paul

Staff Attending: Jen, Sandy

Others Attending:

Absent: Yosefa, Tim

Discussion/Agenda Items

- A roofer is needed to look at the flat roof over the back stairwell.
- Jen has asked our gardener to do some clean up and weeding.
- An EGO battery charger needs to be replaced. (for the mower, trimmer, & blower)
- The WIFI issue still exists. It is being looked at by MHLS & The computer Guys.
- Some fluorescent lights need their ballasts removed.
- Some Emergency lights need their ballast and battery replaced

Next Facilities Meeting

September 15th, 2026

August Staff Meeting

August 28, 2026

- Great Give Back
 - “Food Fight” Ulster Vs Duchess Counties
 - Liz will have a sheet on her desk to total up donations as they come in
 - Donations will be stored in the staff room so that people don’t “shop” the cart
 - Looking into which food pantry to give the donations to – Rosemarie of the Friends might be able to take the donations.
 - Hoping to hold onto donations until the end of the food fight to get a good PR picture
- Biblioboard is now live on our website
 - Three components:
 - Local music project
 - Local musicians can submit their music through our website
 - Pressbooks
 - Anyone can work on a writing project
 - Can either work in press books or upload work you have already written to format it for EPUB (self-publishing)
 - Indie author project
 - Finished writing can be submitted
 - Can be read by anyone
 - If IAP thinks it is well done it can even be added to Libby/Overdrive and authors will receive royalties
 - Information and upload links are now live on our website
 - There are also handouts available at the desks and in the event flyer display case with scannable qr codes
- Budget Vote
 - New date- 9/15
 - Absentee ballots are available at the Info Desk
 - If requested, patrons must fill out the ballot request form legibly
 - Give them a ballot and an envelope
 - Once filled out they must put their ballot into an envelope, seal it, and write their name on the front
- Community Room
 - A new Community Room use form is coming

- No weekly programs
- Library programs take priority
- Cannot book the room more than 2 months in advance
- All events must be open to the public
- AI- working on a policy
- Wi-fi-Hoping to have Zach test the extenders
- Jen's Last day is 9/11
 - Looking for an Interim Director while we search for someone to fill the position
 - Jen will assist in getting Interim acclimated

Tiffany

- Defensive driving course through AARP on October 24
 - Registration opens on Sept 14
 - Must pay at the time of sign up
- Adult Summer Reading ends Saturday 8/9
 - Winners will be pulled Monday
 - Gift cards for winners will be next to the typewriter
- October 28-Emma Perry Book discussion
 - We ordered 20 copies to give to participants; not advertising this
 - If a patron wants to reserve a copy, write their name on the sign-up sheet, when they come to pick it up cross their name off the list
 - Books are next to the type writer
 - Patrons can begin to pick them up the first week of September

2026

[illegible][illegible]

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	2,793
Adult renewals	1,035	988	999	953	1,145	1,149	992	1,100	1,038	1,156	1,024	955	1,024	1,224
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	2,525
Juvenile renewals	814	847	1,038	862	1,032	1,006	915	1,063	904	964	951	825	1,147	1,140
Teen	107	128	97	144	70	118	85	161	132	118	125	143	184	191
Teen renewals	58	80	41	84	41	96	44	81	43	80	58	90	83	113
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	7,986
		-1%		-5%		6%		7%		4%		5%		9%
Holds Filled														
Adults	979	1,042	861	909	934	1,110	928	1,026	967	1,025	980	1,013	1,129	1,131
Juvenile	547	516	370	537	468	596	423	539	375	483	355	415	357	461
Teen	54	57	42	75	43	62	64	81	78	59	60	83	73	82
ILL received	2	4	2	1	3	1	2	0	4	0	1	0	2	0
ILL loaned	1	0	2	0	1	2	0	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	1,674
		2%		19%		22%		16%		10%		8%		7%
Questions Answered														
Adult	742	712	718	804	793	927	843	864	744	766	840	847	1,014	936
Children's	163	155	145	127	128	143	136	177	136	156	161	161	179	213
Total Questions	905	867	863	931	921	1,070	979	1,041	880	922	1,001	1,008	1,193	1,149
		-4%		8%		16%		6%		5%		1%		-4%
Programs														
Adult	24	26	24	32	33	36	34	31	31	25	26	24	24	21
Teen	22	17	19	17	20	17	20	18	13	9	19	16	20	22
Children's	26	23	29	23	30	24	31	25	28	24	29	26	44	41
Total Programs	72	66	72	72	83	77	85	74	72	58	74	66	88	84
		-8%		0%		-7%		-13%		-19%		-11%		-5%
Program Attendance														
Adult	228	292	226	338	552	713	529	633	566	939	262	240	196	204
Teen	137	157	129	151	147	164	123	158	87	87	298	335	181	204
Children	322	411	225	437	269	757	234	282	239	1,146	1,545	668	976	620
Total attendance	687	860	580	926	968	1,634	886	1,073	892	2,172	2,105	1,243	1,353	1,028
		25%		60%		69%		21%		144%		41%		-24%
Computer sessions	311	334	304	366	381	406	397	387	331	344	331	396	425	372
		7%		20%		7%		-3%		4%		20%		-12%
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	7,220
		-4%		-6%		-4%		-16%		-9%		7%		5%
New Cards Issued	30	41	30	44	33	54	30	56	32	56	39	33	84	73
		37%		47%		64%		87%		75%		-15%		-13%
Overdrive Audiobook	1098	1207	1042	1027	1058	1275	1030	1187	1110	1036	1009	1223	1155	1287
Overdrive eBook	1036	1003	918	998	982	1013	903	946	927	1203	867	997	1051	961
Overdrive Magazine	626	738	578	679	631	733	683	666	601	739	621	778	547	662
Overdrive Total	2760	2948	2538	2704	2671	3021	2616	2799	2638	2978	2497	2998	2753	2910
		7%		7%		13%		7%		13%		20%		6%

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	2,724	2,397		2,326		2,096		2,133		27,457	19,487	71%
Adult renewals	1,185	1,157	1,223		1,073		1,077		1,065		12,641	8,682	69%
Juvenile	2,107	2,093	1,844		1,944		1,386		1,279		23,458	15,119	64%
Juvenile renewals	1,052	1,062	1,181		1,084		1,068		859		12,215	7,769	64%
Teen	155	166	100		131		111		114		1,532	1,169	76%
Teen renewals	69	118	68		63		48		62		762	742	97%
Total Circulation	6,992	7,320	6,813		6,621		5,786		5,512		78,065	52,968	68%
		5%											
Holds Filled											0		
Adults	1,027	1,045	976		982		893		935		11,111	8,301	75%
Juvenile	401	513	524		482		396		411		4,830	4,060	84%
Teen	72	91	51		73		58		54		596	590	99%
ILL received	0	5	0		4		2		2		6	11	183%
ILL loaned	1	0	0		0		2		0		6	2	33%
Total Holds	1,501	1,654	1,551		1,541		1,351		1,402		16,549	12,964	78%
		10%											
Questions Answered											0		
Adult	974	995	889		812		681		547		10,359	6,699	65%
Children's	199	232	121		230		171		146		2,873	1,342	47%
Total Questions	1,173	1,227	1,010		1,042		852		693		13,232	8,041	61%
		5%											
Programs											0		
Adult	26	23	23		29		24		22		286	218	76%
Teen	16	13	17		17		12		13		193	129	67%
Children's	36		23		25		17		22		268	186	69%
Total Programs	78	36	63		71		53		57		747	533	71%
Program Attendance											0		
Adult	284	203	205		256		199		453		3,259	3,562	109%
Teen	127	168	120		101		97		89		1,396	1,424	102%
Children	428		348		455		209		206		5,959	4,321	73%
Total attendance	839	371	673		812		505		748		10,614	9,307	88%
Computer sessions	322	383	339		366		273		265		4,531	2,988	66%
		19%											
Web Page Visits	5,799	5,953	5,510		5,943		5,250		4,796		66,546	47,187	71%
		3%											
New Cards Issued	48	50	32		36		32		29		464	407	88%
		4%											
Overdrive Audiobook	1071	1278	1033		1062		1153		1130		9971	9520	95%
Overdrive eBook	1080	1077	991		970		962		927		10839	8198	76%
Overdrive Magazine	595	680	592		653		622		665		5617	5675	101%
Overdrive Total	2746	3035	2616		2685		2737		2722		26427	23393	89%
		11%											