

VALLEY COTTAGE LIBRARY

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Board of Trustees Meeting of the
Valley Cottage Library
Wednesday, May 17, 2023

MINUTES

Present: Arlette Mooney, President
Frank Dwyer, Vice President
Melissa L. Roy, Secretary
Michael Mark, Treasurer
Herb Lerner, Trustee
Marge McLoughlin, Trustee

Christy Blanchette, Director
Ashley Maraffino, Assistant Director

Public attending: Caroline Meyers

1. Call to order – Meeting called to order at 7:30pm by Arlette Mooney, President.

2. Public Comments – None

3. Approval of April 19, 2023 Minutes

Moved by Marge McLoughlin and seconded by Herb Lerner

To accept the Minutes of the April 19, 2023 library Board Meeting.

Motion passes 6-0.

4. President's Report –

Arlette commented as follows:

- She reminded all trustees that New York State has a mandatory continuing education requirement and thanked those trustees who have recently completed training sessions.

5. Director's Report – On file for review.

Christy reported as follows:

- The HVAC unit is now operational.
- Installation of the new carpet begins next week.

- The roofers are now confident that there should not be further water intrusion in the library.

6. Treasurer's Report

Moved by Frank Dwyer and seconded by Herb Lerner the following resolution:

RESOLVED, that the Board of Trustees of the Valley Cottage Library accepts the Treasurer's Report dated April 30, 2023, and approves the attached vouchers.
Motion passes 6-0.

7. 2022 Audit Exit Conference

Representatives from Berard & Associates, CPA's, P.C. presented the results of the audit of the library's finances in draft form and answered questions.

Moved by Marge McLoughlin and seconded by Michael Mark the following resolution:

RESOLVED, that the Board of Trustees of the Valley Cottage Library accepts the audit report submitted by Berard & Associates, CPA's, P.C.
Motion passes 6-0.

9. Old Business

Solar Panels discussion –

John Merriam of Integrity Solar Solutions answered questions about the installation and maintenance of solar panels on the library roof. He noted that:

- The library would own the installed solar panels.
- The library could expect savings of at least 50% on its electric bill with the installation of the solar panels.
- The solar panels will be covered by a product warranty and the installer will guarantee that the roof will not be compromised due to the system installation for 12-15 years.
- The system includes a rapid shutdown in the event of spikes/surges.
- The system is expected to degrade over time to 84-88% after 25 years.

Christy noted that the Board would be asked to decide whether to proceed with the solar panel project at the June meeting.

8. Board Reports and New Business –

Strategic Plan Committee –

Christy reported that as of May 19, 445 survey responses have been received. Ashley is working on setting up focus groups for parents, teens, older adults, and community stakeholders during the summer.

Revoking policies -

Moved by Frank Dwyer and seconded by Marge McLoughlin the following resolution:

RESOLVED, that, on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library accepts the revocation of *Valley Cottage Library Public Services during a Health Emergency and Temporary Code of Conduct*.

Motion passes 6-0.

9. Old Business continued

Board vacancy and appointment recommendation –

Adjourn to Executive Session

At 9:28pm, Michael Mark moved, and Melissa Roy seconded adjournment to Executive Session to discuss the Board vacancy and appointment recommendation.

Motion passes 6-0.

Re-convene to Public Session

At. 10:00pm, Michael Mark moved, and Melissa Roy seconded to re-convene to Public Session.

Motion passes 6-0.

10. Workshop Items –

Statistics – Reviewed

10. Adjournment

Moved by Frank Dwyer and seconded by Herb Lerner

To adjourn the meeting.

Motion passes: 6-0.

Meeting adjourned at 10:01pm.

Respectfully submitted,
Melissa L. Roy, Secretary