

# VALLEY COTTAGE LIBRARY

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## Board of Trustee Meeting of the Valley Cottage Library Wednesday October 19, 2022

### MINUTES

Present: Arlette Mooney, President  
Frank Dwyer, Vice President  
Marge McLoughlin, Treasurer  
Michael Mark, Secretary  
Kevin Graham, Trustee  
Herb Lerner, Trustee

Christy Blanchette, Director  
Ashley Maraffino, Assistant Director

Absent: Melissa Roy, Trustee; *excused*

Also attending: Thomas Nash and Michael McGuire, Webster Bank

#### 1. Call to order -

Meeting called to order at 7:30 PM by Arlette Mooney, President.

#### 2. Public Comments – None

Arlette proposed moving up the agenda item under Board Reports & New Business, “Collateralized account review – Webster Bank M. McGuire and T. Nash”

#### Collateralized account review – Webster Bank M. McGuire and T. Nash -

Thomas Nash and Michael McGuire presented remarks, explaining the collateralized protections Webster Bank provides for the Library’s deposits.

#### 3. Approval of Minutes as Amended

**Moved by Michael Mark and seconded by Marge McLoughlin**  
To accept the Minutes of the September 21<sup>st</sup>, 2022 Library Board Meeting.

Motion passes 5-0-1:

Voting Yes: Trustees Mooney, Dwyer, McLoughlin, Mark, Lerner  
Abstaining: Trustee Graham

#### 4. President's Report –

Arlette commented as follows

- Christy is adding a component to her Director's report; she will cite, where appropriate, any applicable part of the Library's Strategic Plan that Christy's report would be reflecting.
- Christy has provided a list of workshop, which board members can participate in for professional development, and to fulfill the state requirements for board participation.

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

In addition

- Christy reported on a clothing swap that took place at the library. Ashley supervised the activity, which was very successful.
- Christy commented on the library's participation along with the Nyack School District and a number of community groups, in the screening of the movie "Push Out" at the Nyack Center.
- Christy and Ashley continued through the process of applying for construction aid.
- Christy is providing additional information requested by New York State, pertaining to the Library's Annual Report.
- Christy reported on finalizing details in the landscaping contract.

**Moved by Marge McLoughlin and seconded by Kevin Graham the following resolution:**

**RESOLVED**, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library accepts and approves the landscaping contract with Luna Landscape, and authorizes the Director to finalize the contract.

Motion passes 6-0.

#### 6. Treasurer's Report – Reviewed and on file.

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

**RESOLVED**, The Board of Trustees of the Valley Cottage Library accepts the Treasurer's Report dated 30 September, 2022, and approves the attached vouchers.

Motion passes 6-0.

#### 7. Board Reports and New Business –

Collateralized account review – Webster Bank M. McGuire and T. Nash -Personnel Report – Reviewed above.

Personnel Report -

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

**RESOLVED**, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library accepts the resignation of Carmela Fiore, whose last day of work will be October 14, 2022.

Motion passes 6-0

Strategic Plan Committee -

Kevin reported on the committee's work, reviewing consultants' proposals.

**Moved by Kevin Graham and seconded by Marge McLoughlin the following resolution:**

**RESOLVED**, that on recommendation of the Strategic Plan Committee, The Board of Trustees of the Valley Cottage Library accepts the proposal from Library Development Solutions, and authorizes the Library Director to finalize an agreement with Library Development Solutions.

Motion passes 6-0

Bylaws Committee -

Frank reported on editing work the committee had done on several resolutions, in response to discussion by the board at the previous meeting.

**Moved by Kevin Graham and seconded by Marge McLoughlin the following resolution:**

**RESOLVED**, that on recommendation of the Bylaws Committee, The Board of Trustees of the Valley Cottage Library accepts the proposed Resolutions #1 through #5 as amended, to be placed before the annual Association Meeting for consideration and approval.

Motion passes 6-0

**Michael Mark left the meeting at 9:00 PM**

**Kevin Graham took the minutes for the remainder of the meeting.**

Finance Committee – No report. The Finance Committee has not met as of tonight.

RCLS Budget approval –

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

**RESOLVED**, that the Board of Trustees of the Valley Cottage Library has reviewed and approves the RCLS Budget

Motion passes 5-0

CREST grant commitment resolution –

**Moved by Kevin Graham and seconded by Frank Dwyer the following resolution:**

**RESOLVED**, that the Valley Cottage Library Board of Trustees commits to providing the necessary funding for the roofing replacement project for the library building.

Motion passes 5-0

Sustainable Libraries Initiative – Ashley gave a general review of Library Initiatives.

**8. Old Business –**

Correspondence from Mark Dery. Mr. Dery thanked Christy and the Board of Trustees for addressing his questions regarding the Epoch Times.

**9. Workshop Items -**

**Meeting Room Calendar** – Reviewed

**Statistics** – Reviewed

**10. Call to Adjourn**

**Moved by Marge McLoughlin and seconded by Herb Lerner**  
to adjourn the meeting  
Motion passes 5-0

Meeting adjourned at 9:24 PM.

Respectfully submitted,  
Michael Mark, Secretary  
Kevin Graham, Trustee