

VALLEY COTTAGE LIBRARY

110 Route 303, Valley Cottage, New York 10989 • 845.268.7700 • www.valleycottagelibrary.org



Board of Trustees Meeting of the
Valley Cottage Library
Wednesday, July 19, 2023

MINUTES

Present: Arlette Mooney, President
Frank Dwyer, Vice President
Melissa L. Roy, Secretary
Mary Fiore, Trustee
Herb Lerner, Trustee
Marge McLoughlin, Trustee

Absent: Michael Mark, Treasurer - excused

Also attending: Christy Blanchette, Director
Ashley Maraffino, Assistant Director

1. Call to order – Meeting called to order at 7:31pm by Arlette Mooney, President.

2. Public Comments – None

3. Approval of June 21, 2023 Minutes

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

RESOLVED, to accept the Minutes, as amended, of the June 21, 2023 library Board Meeting.

Motion passes 6-0.

4. President's Report –

Arlette reported as follows:

- All trustees must take two hours of continuing education each year.

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

Christy reported as follows:

- The library insurance provider will issue a new check, which covers depreciation for the work that has already been done to restore the library after the flood. They have currently committed \$418,000 for the library flood claim. Thus far, Christy has had to

use very little of the \$200,000 authorized by the board in February 2023 to cover unreimbursed expenses.

6. Treasurer's Report

Moved by Mary Fiore 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 June 30, 2023, and approves the attached vouchers.

Motion passes 6-0.

7. Board Reports and New Business

Strategic Plan Committee –

Christy reported that the strategic planning consultants held focus meetings with seven groups, including teens, seniors, parents of young children, staff, department heads, stakeholders, and board members on July 11-12. The consultants' report of the findings from the community survey and focus groups are expected to be available within two weeks.

Building Committee –

Marge reported that the committee met, reviewed the architect's drawings, and toured the teen and reference areas where the proposed changes will be made. The proposal appears to address existing space concerns that Christy previously identified. The committee authorized Christy to engage the architect to update the drawings and incur the related costs for those drawings.

Arlette noted that the teen area needs to be re-designed to improve the lighting and provide additional space.

The library can apply for a construction aid grant from New York state for this project.

Personnel Report –

Moved by Melissa Roy 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 approves the appointment of Sage Weinstock, part-time non-exempt, effective July 7, 2023.

Motion passes 6-0.

Conflict of Interest Policy review -

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 reviewed the Valley Cottage Conflict of Interest policy, and related form.

Motion passes 6-0.

Tax Cap Override Revocation –

None needed.

8. Old Business – None

9. Workshop Items –

Statistics – reviewed

Correspondence – Arlette shared a letter from a patron complimenting the library director, the Board, and the library team for keeping the library open during the flood repairs.

Next meeting –

Moved by Marge McLoughlin and seconded by Mary Fiore the following resolution:

RESOLVED, that, on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library cancels the August 2023 library Board meeting.

Approved 6-0

10. Adjournment

Moved by Frank Dwyer and seconded by Marge McLoughlin

To adjourn the meeting.

Motion passes: 6-0.

Meeting adjourned at 8:35pm.

Respectfully submitted,

Melissa L. Roy, Secretary