

VALLEY COTTAGE LIBRARY

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Board of Trustee Meeting of the Valley Cottage Library Wednesday March 16, 2022

MINUTES

Present: Arlette Mooney, President
Frank Dwyer, Vice President
Marge McLoughlin, Treasurer
Michael Mark, Secretary
Herb Lerner, Trustee
Kevin Graham, Trustee
Melissa Roy, Trustee (Melissa arrived at 7:50 PM)

Christy Blanchette, Director

1. Call to order -

Meeting called to order at 7:44 PM by Arlette Mooney, President.

2. Approval of Minutes

Moved by Kevin Graham and seconded by Marge McLoughlin

To accept the Minutes of the January 19th, 2022 Regular Library Board Meeting As Amended. (Minutes had been amended by resolution at the last meeting. A further amendment required this additional vote)

Motion passes 6-0

Moved by Herb Lerner and seconded by Marge McLoughlin

To accept the Minutes of the February 16th, 2022 Regular Library Board Meeting.

Motion passes 5-0-1:

Voting Yes: Trustees Mooney, Dwyer, McLoughlin, Mark, Lerner

Abstaining: Trustee Graham

Trustee Roy arrives at the meeting at 7:50 PM

3. President's Report –

Arlette welcomed the board to its first in-person meeting in quite some time. She also welcomed John Watkins, who would be giving a presentation on RCLS issues.

Arlette outlined the need for the board to establish two committees:

- 1) A nominating committee, which would make recommendations to the board about more specific guidelines for nomination of board officers. Frank and Kevin agreed to serve on the committee
- 2) A committee to work on recommendations for a new long-term strategic plan for the library. Kevin, Melissa agreed to serve as board committee members. Christy will work on the committee as well.

By consensus, the board agreed to amend the agenda, and review the Workshop item “ANSER/RCLS Issues – changes to ANSER contract ILS/IT options.”

John Watkins, the library’s IT consultant and owner of the computer solutions company TekTools, presented a workshop on the upcoming changes in IT services provided by RCLS. The board will need to make a decision by the end of June on a menu of options for computer services for the library.

4. Director’s Report – On file for review.

In addition, Christy reported that there is an issue with the floor sagging in a small area in the Children’s Library. An engineer is coming to assess the situation and make recommendations.

Christy also reported on the appointment of Ashley Marrafinio to the position of Assistant Director. Ashley has been at the library for 9 years, working in several departments. Christy is looking forward to working with Ashley in her new position.

5. Treasurer’s Report – Marge reviewed the Treasurer’s Report, which is on file.

Moved by Frank Dwyer and seconded by Michael Mark the following resolution:

RESOLVED, The Board of Trustees of the Valley Cottage Library accepts the Treasurer’s Report dated 28 February, 2022, and approves the attached vouchers.
Motion passes 7-0.

6. Board Reports and New Business –

Personnel Report

Herb Lerner moved and Marge McLoughlin seconded the following grouped resolutions:

RESOLVED, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library approves the appointment of Carol Hackett, PT<18 hours, effective March 14, 2022.

RESOLVED, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library approves the appointment of Ashley Maraffino to the position of Library Assistant Director, effective March 31, 2022.

Motion passes 7-0

Access to Library Records and Information Policy revision

The policy was reviewed and discussed.

RESOLVED, The Board of Trustees of the Valley Cottage Library approves the policy entitled “Valley Cottage Library Public Access to Library Information and Records.”

Motion passes 7-0.

2021 NYS Annual Report – The Annual Report was reviewed

Moved by Michael Mark and seconded by Melissa Roy the following resolution:

RESOLVED, that the Library operated under its plan of service in accordance with provisions of Education Law and the Regulations of the Commissioner, and assures that the 2021 Annual Report was reviewed and accepted by the Board.

Motion passes 7-0

Senate Bill S5179 – Relates to the participation by free association libraries in the New York State and local employees’ retirement system.

This is pending legislation, provided to the board for informational purposes.

Outdoor programming space project proposal –

Christy reported that Assemblyman Kenneth Zebrowski visited the library to see the audio visual equipment installation, which was provided for in a grant from Assemblyman Zebrowski’s office. The Assemblyman asked about any future projects the library is considering. Christy gave a broad outline of an idea for an outdoor programming space.

- 7. Old Business** – Marge made some observations about the formatting of the library’s newsletter. Kevin asked about any updates on the whether the invisible fence belonging to the library’s neighbor had been moved off the library’s property. Christy reported that the issue is progressing towards resolution.

8. Workshop Items -

Correspondence – St Paul School’s most recent newsletter had a recognition and thanks to Valley Cottage Library for the library’s initiative last fall, collecting food during a program entitled The Great Give Back. The food collected by the library was donated to St. Paul’s food cupboard.

Meeting Room Calendar - Reviewed

ANSER/RCLS issues –

Presentation by John Watkins earlier

9. Call to Adjourn

Moved by Marge McLoughlin and seconded by Kevin Graham
to adjourn the meeting
Motion passes 7-0

Meeting adjourned at 9:40 PM.

Respectfully submitted,
Michael Mark, Secretary