

VALLEY COTTAGE LIBRARY

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Board of Trustees Meeting of the
Valley Cottage Library
Wednesday, October 18, 2023

MINUTES

Present: Arlette Mooney, President
Michael Mark, Treasurer
Melissa L. Roy, Secretary
Mary Fiore, Trustee
Marge McLoughlin, Trustee

Absent: Frank Dwyer, Vice President – excused
Herb Lerner, Trustee – excused

Also attending: Christy Blanchette, Director

Public attending: Caroline Meyers

1. Call to order – Meeting called to order at 7:32pm by Arlette Mooney, President.

2. Public Comments – None

3. Approval of September 21, 2023 Minutes

Moved by Marge McLoughlin and seconded by Melissa Roy the following resolution:
RESOLVED, to accept the Minutes of the September 21, 2023 library Board Meeting.
Motion passes 5-0.

4. President's Report –

Arlette asked that each trustee contribute \$25 to replenish the Sunshine Fund.

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

Christy reported as follows:

- The library received the funds from the construction aid.
- The dedication of the Shirley Thormann Glass Room is scheduled for late October 2023.

Approved November 15, 2023

6. Treasurer's Report

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

RESOLVED, that the Board of Trustees of the Valley Cottage Library accepts the Treasurer's Report dated September 30, 2023, and approves the attached vouchers.

Motion passes 5-0.

7. Board Reports and New Business

Strategic Plan Committee –

Christy reported that the strategic planning consultants delivered a draft, 3-year plan for her review. Once she reviews it, she will share it with the committee.

Building Committee –

Christy reported that she sent additional information regarding the reference desk and teen room renovations to the architect, Michael Esmay. She noted that she requested a breakaway section for the reference desk in response to a staff concern about safety.

RCLS Budget approval –

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

RESOLVED, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library approves the proposed Ramapo Catskill Library System (RCLS) 2024 budget.

Motion passes 5-0.

Holiday Decoration policy revision -

Moved by Mary Fiore and seconded by Michael Mark the following resolution:

RESOLVED, that, on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library approved the Holiday Decoration Policy as amended.

Motion passes 5-0.

VCL Holiday Calendar –

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 approves the following changes to section 4.1 of the Employee Handbook: the removal of Juneteenth from the list of eligible floating holidays and the addition of Juneteenth to the list of permanent holidays (days the library is closed).

Motion passes 5-0.

2024 Personnel Budget –

Adjourn to Executive Session

At 8:27pm, Michael Mark moved, and Marge McLoughlin seconded adjournment to Executive Session to discuss the 2024 Personnel Budget.

Motion passes 5-0.

Re-convene to Public Session

At 8:45pm, Mary Fiore moved, and Michael Mark seconded to re-convene to Public Session.

Motion passes 5-0.

Moved by Mary Fiore and seconded by Michael Mark the following resolution:

Approved November 15, 2023

RESOLVED, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library accepts the proposed 2024 Personnel Budget.

Motion passes 5-0.

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

RESOLVED, that the Board of Trustees of the Valley Cottage Library authorizes the 2024 salary for the Library Director of \$150,000.

Motion passes 5-0.

2025 Operating Budget –

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

RESOLVED, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library accepts the proposed 2025 Operating Budget.

Motion passes 5-0.

8. Old Business – None

9. Workshop Items –

Statistics – reviewed

10. Adjournment

Moved by Michael Mark and seconded by Mary Fiore

To adjourn the meeting.

Motion passes: 5-0.

Meeting adjourned at 9:20pm.

Respectfully submitted,

Melissa L. Roy, Secretary

Approved November 15, 2023