

# VALLEY COTTAGE LIBRARY

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Board of Trustees Meeting of the  
Valley Cottage Library  
Wednesday, January 21, 2026

## MINUTES

Present: Frank Dwyer, President  
Marge McLoughlin, Vice President  
Melissa L. Roy, Secretary  
Michael Mark, Treasurer  
Mary Fiore, Trustee  
Arlette Mooney, Trustee  
Jemar Ward, Trustee

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

Public attending: Mary Mark

**1. Call to order** – Meeting called to order at 7:42pm by Frank.

**2. Public Comments** – Mary Mark shared kind words about the library board and staff.

**3. Approval of November 19, 2025 Minutes**

**Moved by Arlette Mooney and seconded by Michael Mark the following resolution:**

**RESOLVED**, to accept the Minutes of the November 19, 2025 library Board Meeting.

Motion passes 7-0.

**4. President's Report** – None

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

Christy reported as follows:

- She encouraged trustees to attend the Budget hearing at Nyack Library on February 3 at 7pm.
- She invited trustees to attend the screening of *The Librarians*, a documentary about librarians responding to censorship and book bans, on January 31 at the library.
- She reminded trustees to complete sexual harassment training.

## 6. Treasurer's Report

**Moved by Marge McLoughlin and seconded by Jemar Ward the following resolution:**  
**RESOLVED**, that the Board of Trustees of the Valley Cottage Library accepts the Treasurer's Reports dated November 30 and December 31, 2025, and approves the attached vouchers.  
Motion passes 7-0.

## 7. Board Reports and New Business

### Election of Board Officers –

Michael Mark and Marge McLoughlin nominated Frank Dwyer to serve as Board President.  
Frank Dwyer is elected Board President unanimously.

Arlette Mooney and Michael Mark nominated Marge McLoughlin to serve as Board Vice President. Marge McLoughlin is elected Board Vice President unanimously.

Melissa Roy and Michael Mark nominated Mary Fiore to serve as Board Secretary. Mary Fiore is elected Board Secretary unanimously.

Michael Mark and Marge McLoughlin nominated Arlette Mooney to serve as Board Treasurer.  
Michael Mark is elected Board Treasurer unanimously.

### Designation of official newspaper –

**Moved by Marge McLoughlin and seconded by Arlette Mooney the following resolution:**  
**RESOLVED**, that the Board of Trustees of the Valley Cottage Library designates The Rockland Journal News to be the Official Library Newspaper.  
Motion passes 7-0.

### 2026 Board Committee membership & assignments –

Frank reported that last year's committees were disbanded and announced new assignments as follows:

- Building & Grounds: Marge, Mary, Michael
- Planning & Goals: Melissa, Jemar, Mary
- Bylaws: Melissa, Arlette, Michael
- Finance & Personnel: Arlette, Jemar

### Personnel Report –

**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 appointment of Carlos Garcia, part-time non-exempt, effective January 20, 2026.  
Motion passes 7-0.

### Public Notice Bulletin Boards and Exterior Signage Policy revision –

**Moved by Arlette Mooney 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 approved the Public Notice Bulletin Boards and Exterior Signage Policy, as amended.

Motion passes 7-0.

HVAC replacement work approval –

**Moved by Arlette Mooney 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 authorizes the Library Director to contract with Baker Mechanical Service Corp. to replace the Non-fiction NW air conditioning and heating service for \$48,345.

Motion passes 7-0.

Filming at the Library

Christy explained that a location scout expressed interest in filming at the library during March 2026. The Board was willing to have Christy investigate further.

#### **8. Old Business –**

The Bylaws committee will meet to discuss a new Public Comments Policy.

#### **9. Workshop Items –**

Statistics – reviewed

#### **10. Adjournment**

**Moved by Marge McLoughlin and seconded by Jemar Ward**

To adjourn the meeting.

Motion passes: 7-0.

Meeting adjourned at 8:34pm.

Respectfully submitted,  
Melissa L. Roy, Secretary