

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, April 16, 2025

MINUTES

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

Christy Blanchette, Director
Ashley Maraffino, Assistant Director

Excused: Jemar Ward, Trustee

Public present: Dana Hysell
Carida Ridoré

1. Call to order – Meeting called to order at 7:30pm by Frank Dwyer, President.

2. Public Comments – None

3. Approval of Minutes – March 19, 2025 Minutes –

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

To accept the Minutes of the March 19, 2025 library Board Meeting.
Motion passes 6-0.

4. President's Report – None

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

Christy shared the following highlights:

- National Library Workers Day was celebrated in early April.
- A book cover war between Valley Cottage and Nyack libraries resulted in a tie.

- The bank has migrated the library's bank accounts to positive pay, a bank feature which will provide an additional layer of security.
- The auditors will be on site beginning on Friday, April 18.
- Staff training will take place on Friday which will result in a delayed library opening.

6. Treasurer's Report –

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

RESOLVED, that the Board of Trustees of the Valley Cottage Library accepts the Treasurer's Reports dated March 31, 2025 and approves the attached vouchers.

Motion passes 6-0.

7. Board Reports and New Business –

Personnel Report –

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

RESOLVED, that on recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library approves the appointment of Marissa Krasny, part-time non-exempt, effective April 7, 2025.

Motion passes 6-0.

Policy and Procedure for the Procurement of Goods and Services review and approval –

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

RESOLVED, that on the recommendation of the Library Director, the Board of Trustees of the Valley Cottage Library approves the Policy and Procedure for the Procurement of Goods and Services, as revised.

Motion passes 6-0.

Building Committee –

Christy reported that construction of the teen space is likely to start mid-next week, but the builder will confirm early next week. She has begun to discuss the possibility of adding a smart board to the teen space with the technology consultant. The Building Committee will need to review any changes that are outside of the scope of the original project.

8. Old Business –

Public Comments –

The Bylaws Committee will meet to review model policies from other libraries.

9. Statistics – Reviewed

10. Adjournment

Moved by Michael Mark and seconded by Marge McLoughlin

To adjourn the meeting.

Motion passes: 6-0.

Meeting adjourned at 7:57pm.

Respectfully submitted,

Melissa L. Roy, Secretary