VALLEY COTTAGE LIBRARY

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Board of Trustees Meeting of the
Valley Cottage Library
Wednesday, August 19, 2026

MINUTES

Present:	Frank Dwyer, President Mary Fiore, Secretary Marge McLoughlin, Vice President Arlette Mooney, Treasurer Jemar Ward, Trustee
Excused:	Michael Mark, Trustee Melissa Roy, Trustee Ashley Maraffino, Assistant Director
Also Attending:	Christy Blanchette, Director
Members of the Public:	Caroline Meyers

1. **Call to Order**- Frank Dwyer called the meeting to order at 7:34 p.m.

2. **Public Comments** (limited to 3 minutes each) – Caroline Meyers spoke and wished us all a happy summer!

3. **Approval of the minutes of the July 15, 2026 Meeting** –

   Moved by Arlette Mooney and seconded by Marge McLouglin the following resolution:
   RESOLVED to accept the minutes of the July 15, 2026 Valley Cottage Library Trustees meeting.
   Motion passes 5-0.

4. **President's Report** -Frank Dwyer reminded all the Trustees to complete their 2026 training.

Approved 09/09/2026

5. **Director's Report** - In addition to her written report, Christy Blanchette announced that the Library has received a bequest gift intention from members of the community. Christy also announced that the Library received an additional call from members of the public asking how they can leave the Library in their will.

6. **Treasurer's Report** - Arlette Mooney reports that July 2026 was in sound financial condition, and under budget.

   Moved by Mary Fiore and seconded by Marge McLouglin the following resolution:
   RESOLVED that the Valley Cottage Library Board of Trustees accepts the Treasurer's Report of period ending July 31, 2026.
   Motion passes 5-0.

7. **Board Reports and New Business** –

   a. **Personnel Report** –

      Moved by Arlette Mooney and seconded by Jemar Ward the following resolution:
      RESOLVED that on the recommendation of Library Director, the Board of Trustees of the Valley Cottage Library accepts the resignation of Louise Jones, whose last day of work will be September 4, 2026.
      Motion passes 5-0.

   b. **Strategic Planning Committee charge** –

      Melissa Roy, Jemar Ward, and Mary Fiore comprise the members of the Strategic Planning Committee and will set up a meeting and start to review the current 2024-2027 strategic plan, which comes to an end at end of 2027, and plan for a future strategic plan.

   c. **Finance Committee** - **Health Insurance Plan Renewal**

      The Finance Committee reviewed plans and sought ways to increase coverage for eligible employees. At this time, it is recommended that the Library will remain with the current plan and vendor.

      Moved by Arlette Mooney and seconded by Jemar Ward the following resolution:
      RESOLVED that the Trustees of the Valley Cottage Library approve the Committee recommendation to continue with current health insurance plan and vendor.

Motion passes 5-0.

d. **Video Surveillance Policy Review** –

The Trustees reviewed the original policy adopted in 2021 when cameras were installed. Christy reports that the updated policy has been reviewed by Library's attorney and presented to the Trustees. The updated policy prioritizes patron and staff privacy. NYS requires policies to be reviewed every 5 years. At the Library's discretion, i.e. if the video system needs to be upgraded, the policy can be reviewed and updated sooner than the recommended 5 years.

Moved by Arlette Mooney and seconded by Jemar Ward the following resolution:
RESOLVED that the Trustees of the Valley Cottage Library approve the updated Video Surveillance Policy.
Motion passes 5-0.

e. Library Association of Rockland County – sponsorship consideration

The Board received a request from LARC for a contribution to their annal Run/Walk fund raiser. Because of their mission of promoting libraries and various ancillary activities, the Board approved a donation of $100.00 from the Friends of the Library Fund.

f. Executive Session – to discuss employment of a particular employee –

At 8:29 p.m. the Valley Cottage Library Trustees meeting entered an executive session.

Moved by Marge McLoughlin and seconded by Jemar Ward the following resolution:
RESOLVED for the Valley Cottage Library Trustees to enter an executive session.
Motion passes 5-0.

Moved by Jemar Ward and seconded by Mary Fiore the following resolution:
RESOLVED for the Valley Cottage Library Trustees to return to regular session of the Trustees meeting.
Motion passes 5-0.

The meeting returned to regular session at 9:51 p.m.

8. **Old Business** –

   A reminder that the September meeting will take place on September 9, 2026, one week earlier than the usual schedule.

9. **Statistics** – Found on the website for review.

10. **Adjournment** -

    Moved by Arlette Mooney and seconded by Marge McLouglin the following resolution:
    RESOLVED that the Valley Cottage Library Trustees meeting adjourned by Frank Dwyer at
    9:52 p.m.

Respectfully submitted,
Mary Fiore
Secretary
Valley Cottage Library Board of Trustees

The next Board meeting is Wednesday, September 9, 2026 at 7:30 p.m.

Approved 09/09/2026