



VALLEY COTTAGE LIBRARY

110 Route 303, Valley Cottage, New York 10989 • 845.268.7700 • www.valleycottagelibrary.org

**Board of Trustee Meeting of the
Valley Cottage Library
Wednesday April 20, 2022**

MINUTES

Present: Arlette Mooney, President
Frank Dwyer, Vice President
Marge McLoughlin, Treasurer
Michael Mark, Secretary
Herb Lerner, Trustee
Kevin Graham, Trustee

Christy Blanchette, Director

Absent: Melissa Roy, Trustee

1. Call to order -

Meeting called to order at 7:30 PM by Arlette Mooney, President.

2. Public Comments – None

3. Approval of Minutes

Moved by Herb Lerner and seconded by Kevin Graham

To accept the Minutes of the March 16th, 2022 Regular Library Board Meeting as amended.

Motion passes 6-0:

4. President's Report – None

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

In addition, Christy reported that circulation and traffic at the library are increasing. The Board is meeting in the glass room tonight because there is a program underway in the Community Room.

Christy made some general comments about applying for grants for technology.

6. Treasurer's Report – Marge reviewed the Treasurer's Report, which is on file.

In addition, Marge reported that a technical adjustment was needed at the library's payroll service, involving an incorrect tax payment. The adjustment has been made.

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 31 March, 2022, and approves the attached vouchers.
Motion passes 6-0.

7. Board Reports and New Business –

Strategic Plan progress report

The current Strategic Plan was reviewed. Some elements of the plan could not be completed due to the pandemic, while other components have been completed. A committee has been formed to assess steps moving forward. A survey of staff and community will be a part of the process.

Temporary Code of Conduct update

The Temporary Code of Conduct was discussed, and revised.

Moved by Marge McLoughlin and seconded by Herb Lerner the following resolution:

RESOLVED, The Board of Trustees of the Valley Cottage Library accepts and approves revisions to the policy entitled "Temporary Safety Practices Policy – Addendum to Valley Cottage Library Patron Code of Conduct"
Motion passes 6-0.

8. Old Business –

Brooker Engineering Report – Children's Room Floor

The report was reviewed. While the report showed there were no structural problems with the floor, the board, by consensus, asked the Director to look into further steps to be taken to strengthen the floor in front of the Children's Room check-out desk.

ANSER/RCLS issues – changes to ANSER contract ILS/IT options

Christy reported that library staff are still looking at options. RCLS has contracted for a computer audit of all libraries; the audit has not yet been completed.

Other Business –

Marge asked about progress of the library financial audit. Christy reported that the audit was under way. Auditors will be at the May meeting to report.

9. Workshop Items -

Correspondence – None

Meeting Room Calendar – Reviewed

Statistics – Reviewed

10. Call to Adjourn

Moved by Kevin Graham and seconded by Marge McLoughlin
to adjourn the meeting
Motion passes 6-0

Meeting adjourned at 8:51 PM

Respectfully submitted,
Michael Mark, Secretary