

# VALLEY COTTAGE LIBRARY

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Board of Trustees Meeting of the  
Valley Cottage Library  
Wednesday, September 18, 2024

## 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

Christy Blanchette, Director  
Ashley Maraffino, Assistant Director

Excused: Mary Fiori, Trustee

Public attending: Tara Borden  
Lori Salotto  
Carida Ridoré

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

### **2. Public Comments –**

Carida Ridoré shared that there would be a BIPOC event on Saturday, September 21, 2024 from 12-3pm at Valley Cottage Library and on Sunday, September 22, 2024 from 12-3pm at Nyack Library.

Lori Salotto thanked Christy and the Board for welcoming her.

### **3. Approval of August 21, 2024 Minutes –**

**Moved by Marge McLoughlin and seconded by Arlette Mooney**

To accept the Minutes of the August 21, 2024 library Board Meeting.  
Motion passes 7-0.

Approved 10/16/2024

#### **4. President's Report –**

Frank commented as follows:

- He congratulated Arlette for receiving the 2024 RCLS Anthony J. Knipp Library Trustee Award.
- He reminded trustees of annual training requirements.

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

Christy shared the following highlights:

- Library staff from the Valley Cottage and Nyack libraries worked together on the BIPOC event referenced by Carida Ridore during Public Comments.
- Ashley organized the National Voter Registration Day at the Library on September 17. Eleven people registered. While the table was staffed on that day, it will not be staffed for the remainder of the month. It will be passive.
- The engineer is waiting for information on materials needed to correct the water leak in crawl space.
- Consistent with internal procedures, Library expenses associated with the flood, the car accident, and the roofing work were reported in the Library's 2023 Annual Report as operating expenses. RCLS used that disclosure to assess the Library an unusually high increase in the Library's service fee in the proposed RCLS budget. In response to Christy's inquiry about the increase, RCLS's financial consultant has proposed to reduce the service fee to \$41 and absorb the \$515 difference. This proposal will need to be approved by the RCLS Board at its October meeting. The Library Board will postpone its vote on the RCLS budget until after that time.

#### **6. Treasurer's Report –**

**Moved by Arlette Mooney and seconded by Melissa Roy the following resolution:**

**RESOLVED**, that the Board of Trustees of the Valley Cottage Library accepts the Treasurer's Reports dated August 31, 2024, and approves the attached vouchers.  
Motion passes 7-0.

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

Personnel Report –

**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 accepts the resignation of Sage Weinstock, whose last day of work will be August 24, 2024.  
Motion passes 7-0.

No Smoking Policy –

**Moved by Michael Mark 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 reviews and accepts the *Valley Cottage No Smoking Policy*, without revision.  
Motion passes 7-0.

Furniture purchase funds allocation –

**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 Library Director to contract with Agati Furniture to purchase pod carrels for individual seating at a total cost of up to \$50,000.  
Motion passes 7-0.

Landscaping contract review –

**Moved by Arlette Mooney and seconded by Marge McLoughlin the following resolution:**

**RESOLVED**, that the Board of Trustees of the Valley Cottage Library authorizes the Library Director to renew the contract with Luna Landscaping for two years at an annual cost of \$44,862.  
Motion passes 7-0.

Finance Committee –

The Finance Committee will meet on September 20, 2024.

Building Committee –

The Building Committee is waiting for the engineer.

Bylaws Committee –

The Bylaws Committee will review the Constitution, Association Bylaws, and Board Bylaws.

#### **8. Old Business – None**

#### **9. Statistics – Reviewed**

#### **10. Adjournment**

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

To adjourn the meeting.

Motion passes: 7-0.

Meeting adjourned at 8:15pm.

Respectfully submitted,  
Melissa L. Roy, Secretary