

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, November 15, 2023

MINUTES

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

Absent: Frank Dwyer, Vice President – excused
Herb Lerner, Trustee – excused

Also attending: Christy Blanchette, Director

Public attending: Erica Wisely

1. Call to order – Meeting called to order at 7:31pm by Arlette.

2. Public Comments – Erica Wisely shared that she is a frequent user of the library with her children. She also stated that she is looking to become involved in the community and noted that she saw there were vacancies on the library board.

3. Approval of October 18, 2023 Minutes

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

RESOLVED, to accept the Minutes of the October 18, 2023 library Board Meeting.

Motion passes 4-0.

4. President's Report –

Arlette reported as follows:

- In addition to the RCLS training listed in the Director's Report, NYLA has four training opportunities through the end of 2023.
- Trustees were encouraged to attend the graduation ceremony for the For Future Reference internship program on November 28 at 7pm. The Board authorized the

Approved 12/20/2023

purchase of three \$100 gift cards for Carida Ridore, Megan Stover and Sean Antonucci to commend their work with the internship program.

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

Christy reported as follows:

- The Hartford closed the insurance case related to the library's flood repairs and reimbursed the library for expenses of \$523,895.48.
- The library **will** receive a \$5,000 credit for the new end panels that were installed earlier in November because **staff** and the delivery driver had to unload them. The vendor delivered the items early without the appropriate personnel to unload them without assistance.
- The measurements for the recently installed shelving were inaccurate, so the vendor will issue the library a credit. Replacement shelving has been ordered.
- 20 copies of the new edition of the Handbook for Library Trustees have been ordered.

6. Treasurer's Report

Moved by Marge McLoughlin and seconded by Melissa Roy the following resolution:

RESOLVED, that the Board of Trustees of the Valley Cottage Library accepts the Treasurer's Report dated October 31, 2023, and approves the attached vouchers.

Motion passes 5-0.

7. Board Reports and New Business

Strategic Plan Committee –

Christy reported that she distributed the draft, 3-year plan to the strategic planning committee for review and that she shared the feedback that she received with the consultants. The revised plan documents were included in the Board packet. Arlette requested that Trustees review the documents for next month's meeting.

Building Committee – None

Insurance Renewal Discussion –

Moved by Marge McLoughlin and seconded by Michael Mark the following resolution:

RESOLVED, that the Board of Trustees of the Valley Cottage Library authorizes the Library Director to pay the library insurance premium in a lump sum (annually) with a \$10,000 deductible.

Motion passes 5-0.

Notary Policy Revision -

Moved by Michael Mark 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 Notary Public Service Policy as amended.

Motion passes 5-0.

Tax Cap Override Resolution –

Moved by Marge McLoughlin and seconded by Michael Mark the following resolution:

WHEREAS, the adoption of the 2025 budget for the Valley Cottage Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

WHEREAS, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

RESOLVED, that the Board of Trustees of the Valley Cottage Library voted and approved to exceed the tax levy limit for 2025 by at least sixty percent of the board of trustees as required by state law on November 15, 2023.

Motion passes 5-0.

8. Old Business – None

9. Workshop Items –

Statistics – reviewed

10. Adjournment

Moved by Marge McLoughlin and seconded by Mary Fiore

To adjourn the meeting.

Motion passes: 5-0.

Meeting adjourned at 8:59pm.

Respectfully submitted,

Melissa L. Roy, Secretary