

**Reed Memorial Library  
Carmel, NY**

**Board of Trustee Meeting Minutes: April 6, 2022**

**Meeting called to order at: 5:02 p.m.**

**Present: Jeanne Buck, Carla Taylor, Cindy Katz, Kate Mackie, Loretta Burke, Theresia Gillette (via Phone), John DeJulio**

**Absent: Vicki Causa,**

**Review Minutes:**

- A motion to accept the minutes of the March 2, 2022 meeting was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried.

**Financial Report:** The financial report was reviewed by the Board. It is noted that all is in order.

**Audit Claims:**

- A motion to accept the audit claims was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried.

**Director's Report:** Jeanne reported on: Children's and Adult Programs now being held at the library. Zoom oil painting class has been discontinued. Staffing: Interviews for a Part time circulation clerk, to replace Joanne Przymyski are being held. The ongoing building repairs and improvements: A new snow removal company and tree pruning on the property. Miscellaneous: Outreach to Carmel residents that are on the library's permanent absentee list. The library's Annual Update Document has been submitted to the State Comptroller. The library's community outreach involvement at Promenade on 6. The Putnam County Libraries Association meeting is Tuesday, May 24, 2022 at the Mahopac Library RSVP by May 20 to [director@mahopaclibrary.org](mailto:director@mahopaclibrary.org) or 845-628-2009 ext. 107. A second opinion by a building engineer will be performed for the work to be done to the lintel over the front door. A review of the expenses of all the charges incurred to do building restoration and anticipated grant funds.

**New Business:**

- A motion to obtain a second opinion for the work to be done to the lintel over the front door was made by Carla Taylor, second by Loretta Burke. All in favor motion carried.
- A motion to appoint John DeJulio at the interim treasurer to complete the term vacated by Peter Katz was made by Carla Taylor, second by Kate Mackie. All in favor, motion carried.
- A motion to accept the Annual Update Document was made by Loretta Burke, second by Cindy Katz. All in favor, motion carried.
- A motion to accept the Fine Free Policy was made by Carla Taylor, second by Kate Mackie. All in favor, motion carried.
- A motion to accept the Conflict of Interest/Nepotism Policy was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried.
- A motion to accept the Annual Report to the Community was made by Loretta Burke, second by Cindy Katz. All in favor, motion carried.

**Adjourn:**

- A motion to adjourn at 5:32 p.m. was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried.

**The next Board Meeting:** May 4, 2022 at 5:00 p.m. in the Reed Memorial Library

Submitted by: Loretta Burke

Forwarded on: April 14, 2022