

**Reed Memorial Library
Carmel, NY**

Board of Trustee Meeting Minutes: August 3, 2022 Meeting called to order at: 5:02 p.m.

Present: Jeanne Buck, Carla Taylor, Cindy Katz, Loretta Burke, Vickie Causa, Kate Mackie

Via Speaker Phone: Teri Gillette

Absent: John DeJulio

In Attendance: Stephanie Cunningham, Diana Behan

Review Minutes:

- A motion to accept the minutes of the July 6, 2022 meeting was made by Cindy Katz, second by Carla Taylor. All in favor, motion carried.

Introductions:

- Trustee Candidate Diana Behan and Prospective Candidate Stephanie Cunningham.

Financial Report:

- The financial report was reviewed by the attending board members. It is noted that all is in order. Motion to accept was made by Cindy Katz, second by Kate Mackie. All in favor, motion carried.

Audit Claims:

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

Director's Report:

Staffing:

- Library Assistant (Programs) will be filled provisionally until Civil Service offers the exam.
- Pamela Capalbo resigned from her position as of August 2, 2022, Jeanne will reach out to her to discuss her decision to resign.

Building Repairs and Improvements:

- Air Conditioning Drip pan over-flow causing a ceiling leak.
- Landscaping: Issue of tree being planted prior to approval has been addressed.
- Flooring: Samples of vinyl flooring were made available for review.

Funding:

- NYS Library construction check should be received prior to October.

Miscellaneous:

- Robert Schanil, Carmel Town Board Member, reached out to offer his help.
- Tax Cretiorari: A refund is due to the Retreat Homeowners Association, as a result of their reassessment.
- Promenade on 6: Insurance has been arranged and the Vault is expected to open on September 1, 2022.
- Tax Cap: The new growth factor has reduced allowable levy by about \$3,000.

Old Business: Nominating Petitions for candidates were distributed. They are due to the Library by 5:00 p.m. on 9/2/22, along with a short bio for the candidate.

New Business:

- Remote attendance policy has been tabled to the September 7, 2022 meeting.
- A motion to accept the 2023 Budget was made by Carla, second by Vickie Causa. All in favor, motion carried.
- Additional Vinyl floor samples will be available at the next meeting.

Adjourn:

A motion to adjourn at 5:47 p.m. was made by Cindy Katz, second by Carla Taylor. All in favor, motion carried.

The next Board Meeting: September 7, 2022 at 5:00 p.m. in the Reed Memorial Library

Submitted by: Loretta Burke

Forwarded on: August 7, 2022