

**Reed Memorial Library
Carmel, NY**

Board of Trustee Meeting Minutes: September 7, 2022

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

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

Absent: John DeJulio, Teri Gillette, Kate Mackie

In Attendance: Stephanie Cunningham, Kim Chukwuemeka

Review Minutes:

- A motion to accept the minutes of the August 3, 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 attending board members. It is noted that all is in order. Motion to accept was made by Cindy Katz, second by Carla Taylor. All in favor, motion carried.

Audit Claims:

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

Director's Report:

Staffing:

- Jeanne announced her intent to retire at the end of 2022. A formal announcement letter will be forthcoming.
- Library Assistant will be filled provisionally by Abbey Gallagher.
- Putnam County Personnel announced library exams for a variety of positions.

Building Repairs and Improvements:

- Target date for new front door installation is late September early October.
- Flooring project will start after NYS construction grant check is received.

Miscellaneous:

- Town of Carmel level funding has been requested.
- Town Supervisor will be reaching out to meet with the Library.
- Referendum for the Budget Vote and Board Member Election is Monday October 3, from noon to 6 p.m. at the Gilead Church. Ways to encourage voters to come out for the library were discussed.

Old Business:

- Open Meeting Laws and Remote Attendance was discussed and questions posed at September meeting were answered. After the October 3 election Teri Gillette will be contacted to see if she will be remaining as an active board member.

New Business:

- A motion to accept the new Hire, Abbey Gallagher for 35 hours a week at \$28.00 was made by Cindy Katz, Second by Loretta Burke. All in favor, motion carried.
- Healthcare coverage was discussed and tabled for the October 5, 2022 meeting pending information from insurance broker at Marshall and Sterling. Vicki will follow up with the broker.
- Referendum Resolution and Resolution appointing poll workers is attached to this document.

Other:

- Area resident complimented on the sign in front of the library, saying how uplifting the quotes were.

Adjourn:

A motion to adjourn at 5:45 p.m. was made by Carla Taylor, second by Cindy Katz. All in favor, motion carried.

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

Submitted by: Loretta Burke

Forwarded on: September 12, 2022