

## Putnam Valley Library Board of Trustees Minutes

### Attendees:

Trustees: Terry Raskyn, Janet Dolot, Leslie Martin, Beth Appel, Cori Madrid, Jodi Carlson, Ginger Lefurgy, Marilyn Power  
Library Director: Katherine Reilly

1. December minutes were approved subject to amendment attendance.

2. Treasurer's report:

Revenue and expenses are as expected;

The funds for the skylight need to be moved into their own dedicated account.

3. Friends report:

The library can no longer offer passport services because passports must be issued by a government employee; Terry will investigate possible appeals;

The Friends contributed to the holiday party, and continues the After Dark-themed programs; Museum passes have been renewed, including the Empire State Park Pass. The possibility of adding a seed library is being considered;

Future events include a possible vender sale in April and a Joyful Jumble in June, as well as a Murder in the Library event.

4. Director's Report:

The 2023 budget will be posted on the Web site;

Kathy reported on activities from December 2022, and compared the use of the library's various services to their use in December 2021. The use of both virtual and in-person library services has increased in almost every category.

The website has added a link for fundraising for the skylight;

The library has ordered a small 3-D printer for adult and teen programs;

The library is receiving estimates for addressing mice in the building, including closing up gaps under the doors. Jodi has volunteered to do some of the repair work.

A new B/W laser printer was purchased to replace a color printer that no longer functioned.

The library has applied for a \$30,000 ERC grant, which will be received in about 6 months;

There has been turnover in staff, as Lori, Zach, and Maryann have resigned, and Isabel has put in a notice of resignation, while Teresa Maloof has joined the staff. The library is advertising for replacement staff and is currently interviewing for a new Business Manager.

5. Old Business:

After discussion, three 2023 budget items were unanimously approved:

A contract for Thermodynamics to service the AC units for \$5,000;

A Mid Hudson Library Systems Technology Services Contract for \$1,592;

And payments for insurance, including:

Liberty Mutual Liability/Comp. Insurance for \$9,704;

George Smith Agency Oil Tank Insurance for \$1,872.

We agreed that we would review our insurance contracts in September.

6. New Business:

We began a conversation about community room policy. We plan to begin work on clarifying priorities for use of the room and the rate to charge for fees. At present low water pressure limits use of the kitchen, which needs to be addressed.

We also discussed the possibility of offering evening library hours once a week, perhaps by shortening daytime hours for a second day besides Wednesday.

The Board will schedule a meeting with Rebekkah Smith Aldrich, Executive Director of the Mid-Hudson Library System, to discuss library funding strategies.

The next meeting will be February 21.

Respectfully submitted,  
Marilyn Power