

Putnam Valley Library Board Meeting
November 20, 2023

Trustees Present: Tom Pendleton, Joe Ferraro, Terry Raskyn, Leslie Martin, Ginger Lefurgy, Marilyn Power

Trustees Absent: Jodi Carlson, Cori Madrid

Staff Present: Amina Chaudhri

Guests Present: Gabrielle Del Pozzo Finkel, Michael Bennett

1. The October minutes were approved unanimously. Joe moved and Ginger seconded the motion.
2. Treasurer's report: The first installment of funds from the school district has arrived, with the remainder to be paid in April. The library will begin reimbursing the town for the period of double payments in installments, as agreed. The advisor for our capital fund at Ameriprise has recommended transferring our money to an investment fund that has lower overhead, while remaining moderately conservative in its investments, with the move to be reviewed in January. Marilyn moved and Joe seconded a proposal to accept this advice; the motion was approved unanimously.
3. Director's report: The library's programs continue to be very popular, including a puppet-making workshop, Halloween trick or treat, and three story times. There is a strong demand for toddler programs; a six-week toddler story time series about emotions just concluded. The Lego Club continues to be well-attended.

The two new Dell computers the Board authorized previously have arrived and are greatly improving efficiency of library operations. At this meeting, the Board agreed to the purchase of three more new computers.

The library hired Zaldivar's Landscaping to provide snow removal services this winter, at a significant savings from our previous contract. If their services are satisfactory, they will be considered for the spring and summer landscaping as well.

The library is now set up to begin the sale of EZ Passes.

Amina attended the Putnam County Library Association/Mid-Hudson Directors' Meeting on November 15, at which there was information about new software, the system's growing digital collections, trustee continuing education, and the up-coming February Library Advocacy Day in Albany. Amina told us she was very impressed with the amount of support and training MHLS offers to member libraries (yay!). She also attended a continuing education program for library staff in Saratoga Springs in early November.

Amina raised the question of whether the library should consider switching to ADP or another payroll system provider in 2024. She will investigate further. In addition, the library has been waiting for quite a long time for the covid-era ERC credit for which it is entitled. Perhaps ADP would be more successful in expediting this payment.

Amina has submitted a grant to Partners for Climate Action Hudson Valley for help with insulation in the ceilings in the Media, Old Kitchen, and Fireplace rooms, as well as the cost of one heat pump, as we continue to work to improve energy efficiency. The Board reviewed updated quotes for heat pumps for the library as a whole, and recommended contracting with Robin Aire for the work.

The library has hired Emma Burke-Covitz as the new youth services assistant.

4. Once again, Leslie presented the Board with policies to approve. After discussion, we unanimously approved seven policies. Ginger moved and Joe seconded approval. For the next meeting, we will consider facilities and long-run planning policies.

5. Friends of the library report: Michael reported that the Friends are paying to renew the museum and Empire passes, and will pay the first EZ Pass bill. They also paid for the pumpkins and candy for Halloween festivities.

6. New business: The Trustees voted to remove Cori Madrid as Trustee as per the by-laws because she can no longer attend the meetings. Ginger moved and Joe seconded the motion; approval was unanimous. Tom will continue his role as interim trustee, and we will search out interested candidates for the Board.

The meeting was adjourned, with Marilyn moving and Tom seconding the motion, which passed unanimously.

Respectfully submitted,
Marilyn Power