

MINUTES OF THE PEARL RIVER PUBLIC LIBRARY BOARD OF TRUSTEES MEETING FEBRUARY 28, 2022

A regular meeting of the Board of Trustees of the Pearl River Public Library was held at the library on Monday, February 28, 2022. The meeting was also held remotely via Zoom video conference link posted on the Pearl River Public Library website before the start of the meeting.

Present were Board President William Morris, Board Vice President Irene D'Anna, Trustee Donna Warren, Trustee Michael McCue, Senior Account Clerk Debra McDermott, Treasurer Magda Parvulescuc and Library Director Eugenia Schatoff via Zoom.

Also present was invited guest, Bob Gabalski of Lothrop Associates, LLP.

Trustee Eric Sharrin was absent.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Board President Morris called the meeting to order at 7:16pm. All rose and recited the Pledge of Allegiance.

PUBLIC COMMENTS

There was no public attendance.

APPROVAL OF MINUTES

Minutes of the meeting on January 24, 2022 – On a motion by Trustee Warren, seconded by Trustee McCue, the Board voted 4-0 to pass a resolution approving the minutes of the meeting of January 24, 2022.

APPROVAL OF TREASURER'S REPORT, FINANCIAL REPORT & LIST OF CLAIMS

The Board reviewed the Treasurer's Report, Balance Sheet, Actual Cash Flow Spreadsheets for January 2022 and the List of Warrants for February 2022. On a motion by Trustee McCue, seconded by President Morris the Board voted 4-0 to approve the Treasurer's Report, Balance Sheet, Actual Cash Flow Report for January 2022 and the List of Warrants for February 2022.

STATISTICAL REPORTS

The Statistical Reports for January 2022 were discussed and noted. Director Schatoff informed the Board that starting March 1, 2022 the public would be able to begin using meeting space again.

DIRECTOR'S REPORT

Library Director Schatoff invited Mr. Gabalski to speak about updates regarding the Chiller replacement. Mr. Gabalski spoke at length about bidding out a hazardous waste removal contract and a probe contract. He answered all questions by the Board regarding this and other aspects of the process needed to replace the Chiller.

Library Director Schatoff reviewed the January 2022 report.

OLD BUSINESS

1. Review of Auditor's Recommendations – Library Director Schatoff is no longer signing checks.
2. Library Renewal Project – See Director's Report.

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COMMITTEE REPORTS

Building & Grounds – Did not meet.

Policy

1. First reading of the Conflict of Interest Policy - Trustee Warren reviewed and recommended that it be kept as is.
2. Bylaws Review – Trustee Warren and Trustee McCue reported that they are continuing to work on the Bylaws with the lawyer and that they are not ready for review yet as they are only half way through them.
3. COVID Policy updates – Masks are now optional and Library Director Schatoff reported that the new wording in the policy would be that the Library would follow any mandates set by the Governor of New York State. The Board discussed and on a motion by Trustee Warren, seconded by Vice President D’Anna, the Board voted 4-0 to waive the requirement for 2 readings before approving a policy. On a motion by President Morris, seconded by Trustee McCue, the board voted 4-0 to approve the COVID Policy with the updates.

Finance – Vice President D’Anna reviewed the proposed budget for the fiscal year 2022/2023. The Board discussed the necessity of increasing the tax levy by 6.85%. On a motion by Vice President D’Anna and seconded by President Morris, the Board voted 4 – 0 to accept the proposed budget for fiscal year 2022/2023.

Personnel – Did not meet.

PERSONNEL

1. Board Clerk Resignation – On a motion by President Morris and seconded by Trustee McCue, the board voted 4-0 to accept Wendy Courtney’s letter of resignation.
2. Vote to accept Separation Agreements – On a motion by Trustee McCue and seconded by Trustee Warren, the Board voted 4-0 to accept the Separation Agreement for Administrative Assistant. On a motion by Trustee McCue and seconded by Vice President D’Anna, the board voted 4 – 0 to accept the Separation Agreement for Board Clerk.
3. Vote to Add Board Clerk Job Title – The Board had a 4-0 consensus to extend the Board Clerk Stipend to Debra McDermott – Deputy Board Clerk. On a motion by President Morris and seconded by Trustee McCue, the Board voted 4-0 to have the title of Board Clerk added with Rockland County Personnel Department.

NEW BUSINESS

Resolution Regarding Retiree NYSHIP Participation Requirements – On a motion by President Morris and seconded by Trustee McCue, the Board voted to pass the resolution to waive certain service requirements for confidential employees for NYSHIP health insurance with amended wording by a vote of 4 – 0.

CORRESPONDENCE

There was no correspondence but Library Director Schatoff did discuss that she had approached the Pearl River School District about promoting the library program “Better Together” being held at the library on March 8, 2022.

PUBLIC COMMENTS

There was no public attendance.

EXECUTIVE SESSION

There was no executive session.

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ADJOURNMENT

On a motion by Trustee Warren and seconded by Vice President D'Anna, the Board voted 4-0 to adjourn the meeting at 9:24pm

Debra McDermott, Senior Account Clerk

NEXT MEETING: REGULAR MEETING, MONDAY – MARCH 28, 2022