

A regular meeting of the Board of Trustees of the Pearl River Public Library was held at the library on Tuesday, September 7, 2021. 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, Trustee Michael McCue, Trustee Eric Sharrin, Trustee Donna Warren, Library Director Eugenia Schatoff, Treasurer Magda Parvulescu, Senior Account Clerk Debra McDermott, and Board Clerk Wendy Courtney.

Trustee Irene D’Anna was not present at the start of the meeting; she joined the meeting via Zoom after the meeting was in progress. In compliance with Open Meeting Law, the Library had previously published the location from which she was remotely attending.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Board President Morris called the meeting to order at 7:35PM. All rose and recited the Pledge of Allegiance.

PUBLIC COMMENTS

No comments or questions.

APPROVAL OF MINUTES

Minutes of the meetings of July 26, 2021 – On a motion by Trustee McCue, seconded by Trustee Sharrin, the Board voted 3-0 to pass a resolution approving the Minutes of the meeting of July 26, 2021. Trustee Warren abstained.

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

The Board reviewed the Treasurer’s Report, Balance Sheet, Actual Cash Flow Spreadsheets for July 2021 and the List of Warrants for August 2021. On a motion by Trustee Sharrin, seconded by Trustee Warren, the Board voted 4-0 to approve the Treasurer’s Report, Balance Sheet, Actual Cash Flow Report for July 2021 and the List of Warrants for August 2021.

STATISTICAL REPORTS

The Statistical Reports for July 2021 were noted.

DIRECTOR’S REPORT

Library Director Schatoff reviewed Director’s Report. Additionally, Director Schatoff reported on the Library’s developing partnership with the school district. She reported that the Library sent representatives to each of the school district’s Kindergarten orientations. They reported that there was a lot of enthusiasm for the library and dozens of new cards were issued. Currently about 60% of the district population are cardholders, and the library’s goal is to increase card membership.

Trustee D’Anna joined the meeting at 7:57 PM via Zoom.

Trustee McCue reported on the Building & Grounds Committee meeting of August 16, 2021. Trustee D’Anna added comments. The Committee concluded that the space available on the Pfizer campus is still the best fit and preferred candidate for the Library’s temporary location.

OLD BUSINESS

1. **Revision to Bylaws, 2nd Reading** – There was a recommendation to make a minor change in the language to read: “. . . three (3) of the five (5) Board *members*.” On a motion by Trustee McCue, seconded by Trustee Sharrin, the Board voted 4-0 to approve the revision to the Bylaws as amended.

Because Trustee D’Anna had already complied with the provisions of New York State Open Meetings Law as adopted by the revision to the Bylaws, therefore, she was able to vote on matters for the remainder of the meeting.

2. **Election of Library Board Vice President** – Board President Morris asked for nominations for Vice President. Trustee Warren nominated Trustee D’Anna; Trustee Sharrin seconded. Board President Morris nominated Trustee Sharrin; Trustee Warren seconded.

The results of the vote were as follows:

Trustee Sharrin: 2

Trustee D’Anna: 3

Trustee D’Anna was elected to the position of Board Vice President.

3. **Resolution to create separate Capital Fund account at Sterling National Bank** – On a motion by Trustee Sharrin, seconded by Trustee Warren, the Board voted 5-0 to approve the creation of a separate Capital Fund account at Sterling National Bank.
4. **Resolution re use of surplus bond proceeds** – On a motion by Trustee Sharrin, seconded by Trustee Warren, the Board voted 5-0 to approve the resolution designating that any unspent Bond proceeds may be used to reimburse the General Fund for related expenses made prior to receipt of bond funding.
5. **Resolution to transfer of \$164,769 to Capital Fund** – On a motion by Trustee Sharrin, seconded by Trustee McCue, the Board voted 5-0 to approve the resolution to transfer surplus funds into the Capital Fund which will bring the fund total to \$322,769.
6. **Sexual Harassment Training** – Director Schatoff reminded the Board members of the annual requirement to complete Sexual Harassment training.

COMMITTEE REPORTS

Building & Grounds – The Committee met August 16. Report by Trustees McCue and D’Anna.

Policy Committee – The Committee did not meet.

Personnel Committee – The Committee met August 11. No report.

Finance Committee – The Committee met August 12. Director Schatoff presented a report of Professional Fees Analysis as requested by the Committee.

Technology Committee - The Committee met August 12. No report.

Ad Hoc Committee – No report.

PERSONNEL

On a motion by Trustee Sharrin, seconded by Trustee Warren, the Board voted 5-0 to hire Susan DeFelice as a full time Library Clerk Typist I, at Step 2 of the Union Contract, effective August 2, 2021.

NEW BUSINESS

No New Business discussed at this point during the meeting.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENTS

There was no public comment.

EXECUTIVE SESSION

On a motion by Trustee Warren, seconded by Trustee McCue, the Board voted 4-0 to enter Executive Session to discuss union contract negotiations at 8:45PM. Trustee D’Anna’s remote feed was frozen, and her vote could not be determined.

Treasurer Parvulescu, Senior Account Clerk McDermott, and Board Clerk Courtney were excused and left the meeting.

Wendy Courtney, Clerk to the Board

On a motion by Trustee Warren, seconded by Trustee McCue, the Board voted 5-0 to end the Executive Session at 9:20PM.

NEW BUSINESS

1. **Set date of September Board meeting** – On a motion by Board President Morris, seconded by Trustee Sharrin, the Board voted 5-0 to schedule the September Board meeting for Tuesday, September 28, 2021.

ADJOURNMENT

On motion by Trustee Sharrin, seconded by Trustee McCue, the Board voted 5-0 to adjourn the meeting at 9:21PM.

Eugenia Schatoff, Library Director

NEXT MEETING: REGULAR MEETING, TUESDAY, SEPTEMBER 28, 2021