

a regular meeting of the Board of Trustees of the Pearl River Public Library was held at the library on November 28, 2022.

Present were Trustee President William Morris, Trustee Michael McCue, Trustee Irene D'Anna, Trustee Eric Sharrin, Trustee Donna Warren, Director Eugenia Schatoff, Senior Account Clerk Debra McDermott, Treasurer Magda Parvulescu, and Board Clerk Mary Flanagan.

### **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Trustee Morris called the meeting to order at 7:15pm

Presentation by Lothrop Associates,LLP - Discussion of future Bond Project.

**MINUTES** - Meeting of October 24, 2022 was approved. On a motion by Trustee William Morris and seconded by Trustee Donna Warren, the Board voted 5-0 to approve the minutes as amended.

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

The Board reviewed the Treasurer's Report, Balance Sheet, Actual Cash Flow Spreadsheets for October 2022 and the List of Warrants for November 2022. On a motion by Trustee Donna Warren and seconded by Trustee Eric Sharrin, the Board voted 5-0 to approve the Treasurer's Report, Balance Sheet, Actual Cash Flow Report for October 2022 and the List of Warrants for November 2022.

### **STATISTICAL REPORTS**

The Statistical Reports for October 2022 were discussed and noted the increase of patrons once again this month.

**DIRECTOR'S REPORT-** Director Schatoff reported that the tree was removed from our property. We are getting estimates for an uneven sidewalk that a patron tripped and fell on recently, after getting 5 estimates, we will proceed with Paul Bitts Construction for \$2,400.

We continue to make ongoing library improvements. We have done some re-environment reconfiguration with spaces and shelving thanks to the staff, which the public has noticed. We have also replaced large sections of carpet in our high traffic areas.

Our staff is hard at work training for RFID project with Bibliotheca. The training is leading up to the project to tag our entire collection. Five staff members have received training so far, and all supplies have been received. Aspen, a new project will replace the patron catalog Enterprise. Aspen has many more ways to customize the patron experience and we will tailor it to Pearl River.

We have changed the Library of Things loan period from 2 weeks to 4 weeks based on patron demand. We have moved the YA and JUV duplicates to storage, and we moved the YA Summer Reading to storage.

Our Youth Services continues to thrive. Teen Movie Nights has been successful with great attendance! Our Librarian II Amy Chesman has done a great job developing our Teen Library Council. Our Train dedication was attended by 30 people and included the Marotta Family who donated the train.

The Adult programs are very popular. The visiting Local Author Series was a great opportunity for expanding our Adult Continuing Ed and Cultural offerings. Most attended all 4 events in the series. Our Concerts are back and have been a good addition but not as popular when we had them on Sundays. At the moment lack of Sunday janitors is preventing us from switching these back to Sundays. Senior Mondays at the library is a one-stop day-long activities for all. Our Seniors Info services follows Morning Yoga and Senior Card Players Club, with many staying the day to attend all three programs.

Our Adult Tech App Developers experienced and finished JavaScript coding skills. In the winter they will make use of our Vin Code account. Our Community Partnerships/Outreach continues which presents a great opportunity to publicize library services and programs.

## **OLD BUSINESS**

- a. Library Renewal Project - The committee will meet on December 8, 2022. There will be several recommendations to view at that time with Committee Feedback welcome.

## **COMMITTEE REPORTS**

- A. **Building & Grounds** - Meeting December 8, 2022
- B. **POLICY** - Second Reading - By Laws (Approved)
- C. **FINANCE** - Committee will start in January 2023.
- D. **PERSONNEL** - Two recent resignations
- E. **TECHNOLOGY** - no report

## **NEW BUSINESS- Approval of Resolutions**

- a. Resolution - Approval of RCLS ILS Agreement

**CORRESPONDENCE** - Director Schatoff read a Thank you note from the Center for Safety and Change for the items the library collected. She also read a letter from the Marotta Family for the Train dedication in the children's room.

**PUBLIC COMMENTS** - none

**EXECUTIVE SESSION** - The Board entered into Executive session at 9:58 pm to discuss some personnel items.

**ADJOURNMENT**

Trustee Mike McCue made a motion, seconded by Trustee Donna Warren to adjourn the Executive session at 10:11pm. The motion unanimously passed 5-0 at 10:13 pm.

Respectfully submitted,

Mary L. Flanagan