

A reorganization and regular meeting of the Board of Trustees of the Pearl River Public Library was held at the library on July 24, 2023.

Present were President William Morris, Trustee Michael McCue, Vice President Irene D’Anna, Trustee Eric Sharrin, Jeannine Clark, Director Eugenia Schatoff, Treasurer Magda Parvulescu and Senior Account Clerk Debra McDermott. Trustee Donna Warren was absent.

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

President Morris called the meeting to order at 7:12pm.

**BOARD REORGANIZATION**

**Election of Temporary Chairperson** – Debra McDermott was nominated.

On a motion by William Morris and seconded by Eric Sharrin, the board voted 4 – 0 for Debra McDermott to serve as the temporary chairperson.

**Election of President** – William Morris was nominated.

On a motion by Michael McCue and seconded by Eric Sharrin, the board voted 4-0 for William Morris to be President for a one-year term. President Morris then assumed the Chair.

**Election of Vice President** – Irene D’Anna was nominated.

On motion by President Morris and seconded by Trustee Sharrin the Board Voted 4 -0 for Irene D’Anna to serve a one-year term as Vice President.

On a motion by President Morris and seconded by Trustee McCue the board voted 4-0 to accept the following appointments:

Treasurer – Magda Parvulescu

Clerk to the Board – Vacant

Deputy Clerk to the Board – Debra McDermott

Designation of Bank Depositories – Webster Bank

Official Newspaper – Rockland Review

Official Radio Station- AM 770

Approval Library Attorneys – Greenwald Doherty, The Bachman Law Firm, PLLC, Nixon Peabody LLP.

**PUBLIC COMMENTS**

Dan McGuire was in attendance but had no comments.

**STAFF PRESENTATION**

Laurie Wilson, Head of Circulation and Technical Services, and Sue DeFelice, Assistant Manager of Circulation and Technical Services, gave a presentation on the work being done by Circulation and Technical Services Departments. An inventory is currently being done along with the RFID tagging this summer. They are about Sixty percent done. In the future the department hopes to do an inventory every summer. It was discussed how the department has hired and mentored local high school and college students.

**NEW BUSINESS**

The Board asked Jeannine Clark if she was willing to serve on the Board for a one-year term. She said yes and on a motion by President Morris and seconded by Trustee McCue, the board voted 4-0 to appoint Ms. Clark as a Trustee of the Pearl River Public Library.

**Minutes:**

The Meeting of June 26, 2023, was approved as amended. On a motion by President Morris and seconded by Trustee Sharrin the board voted 4 -0 in favor of approving as amended.

The Special Meeting of July 6, 2023, was approved. On a motion by President Morris and seconded by Trustee McCue the board voted 4 – 0 in favor of approving.

**OLD BUSINESS**

There was a discussion on the RFP and the selection of a construction manager.

**APPROVAL OF TREASURER’S REPORT, FINANCIAL REPORT AND LIST OF CLAIMS**

The Board reviewed the Treasurer’s Report, Balance Sheets, Actual Cash Flow Spreadsheets for June 2023, and the List of Warrants for July 2023.

On a motion by Trustee McCue and seconded by President Morris, the board voted 5 – 0 to approve.

**STATISTICAL REPORTS**

The Statistical Reports for June 2023 were noted. Director Schatoff informed the board the statistical reports are being reorganized to reflect more accurate reporting.

**DIRECTOR’S REPORT**

Director Schatoff went over her report. Highlighting the fact that over 700 patrons signed up for the summer reading program to date. This is an increase over last year.

Adult librarians Jim Cassetta and Diana Wendell have applied for a grant to have Document Heritage help organize, index, and preserve our local history items. In addition, the Oral History reports are being compiled and will be released this fall.

Librarian John Aiello won the RCLS Adult Program of the Year for Writing from life. The presentation will be held on September 8, 2023, at the Goshen Library.

This was the first June that Director Schatoff had no incidents to report, thanks to the new security company.

**COMMITTEE REPORTS**

- a. Building & Grounds – Committee members for the 23/24 fiscal year will be Trustee Clark, Vice President D’Anna, and Trustee Michael McCue. Director Schatoff informed the board that the RFP’s for Construction Manager are all due by July 31, 2023, and that the committee will need to meet to go over them. A meeting was set for August 7, 2023, at 5:30pm.
- b. Policy – Committee members for the 23/24 fiscal year will be Trustee McCue, Trustee Warren, and Trustee Clark.  
A second reading of the Adult Volunteer Policy was done and on a motion by Trustee McCue and seconded by President Morris, the board voted 4 – 0 to adopt. Trustee Clark abstained.

- c. Finance – Committee members for the 23/24 fiscal year will be Vice President D’Anna and Trustee Sharrin.
- d. Personnel – Committee members for the 23/24 fiscal year will be Trustee Sharrin and Trustee Warren.

**PERSONNEL**

There were no reports.

**CORRESPONDENCE**

Mary Flanagan sent the board a thank you for the Board’s thoughtful condolences on the death of her brother Walter Larken.

**PUBLIC COMMENTS**

There were no public comments.

**EXECUTIVE SESSION**

At 8:30pm Trustee Sharrin made a motion to go into Executive session that was seconded by Vice President D’Anna and approved by a 5-0 vote to discuss two personnel issues.

The board voted unanimously in favor of agreeing to both issues.

At 8:35pm President Morris made a motion to come out of Executive Session that was seconded by Vice President D’Anna, and the board voted 5-0 in favor of adjourning.

**ADJOURNMENT**

At 8:35pm Trustee Clark made a motion to adjourn the meeting. Trustee Sharrin seconded, and the board voted unanimously to end the meeting.

The next meeting will be August 21, 2023.

Submitted by Debra McDermott