

A regular meeting of the Board of Trustees of the Pearl River Public Library was held at the library on November 27, 2023.

Present were President William Morris, Vice President Irene D'Anna, Trustee Michael McCue, Trustee Eric Sharrin, Trustee Jeannine Clark, Trustee Daniel McGuire, Director Eugenia Schatoff, Senior Account Clerk Debra McDermott.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

President Morris called the meeting to order at 7:15pm.

PUBLIC COMMENTS

There were no public comments.

PRESENTATIONS

- a. Kathleen Sowle and Bob Gabalski from Lothrop Associates, LLP presented the board with updated floor plans for the renovations and 3D renderings of the circulation desk. The board will look over the plans and submit questions to the Buildings & Grounds committee for their meeting on December 4, 2023.
- b. Eric Collier and Stephan Coon from Collier Construction spoke to the board about scheduling and the shared google drive that has been set up so that the board will know what tasks need to be done for the renovation and by when.

MINUTES

On a motion by Trustee Sharrin and seconded by Trustee McGuire the board voted 6 – 0 to approve the minutes of October 23, 2023.

TREASURER'S REPORT

The board reviewed the Treasurer's Report, Balance Sheets, Actual Cash Flow Spreadsheets for October 2023 and the List of Warrants for November 2023. The trustees asked that purchases covered by grants be put in the Treasurer's Report.

On a motion by Trustee Clark and seconded by President Morris the board voted 6 – 0 to approve.

STATISTICAL REPORT

The statistical reports for October 2023 were noted.

DIRECTOR'S REPORT

Director Schatoff spoke about a new form the staff will be using to record their training. She also spoke about the NYLA state conference and the workshops she was able to attend. In addition, Director Schatoff spoke about the silent auction that Pfizer held with proceeds being gifted to the library.

OLD BUSINESS

- a. Library Renewal Project – A meeting is not scheduled yet. When design development is complete, Lothrop Associates will give a presentation.

COMMITTEE REPORTS

- a. Buildings and Grounds – Trustee Clark gave an overview of the past several meetings in November. Items being worked on are design development, furniture, roof, slab water proofing, HVAC, civil engineering bids and the possibility of moving to a new location during the renovation.
- b. Policy – Trustee Clark spoke about how the committee is working on modifying the existing Investment Policy.

- c. Finance
 - i. Resolution to change the Capital Funds Money Market Account into the Capital Funds Checking Account. On a motion by Trustee Sharrin and seconded by Vice President D'Anna the board voted 6 – 0 to approve.
 - ii. Resolution about the Pearl River Public Library Bank Accounts. On a motion by Trustee Sharrin and seconded by Vice President D'Anna the board voted 6 – 0 to approve.
 - iii. Resolution to Transfer Funds. On a motion by Trustee Sharrin and seconded by Trustee McGuire the board voted 6 – 0 to approve as amended.
- d. Personnel – Did not meet.

PERSONNEL

There was nothing to report.

NEW BUSINESS

- a. 2024 RCLS Budget Vote – On a motion by President Morris and seconded by Trustee McCue, the board voted 6 – 0 to approve the 2024 budget for RCLS.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

At 9:11pm on a motion by President Morris and seconded by Trustee Sharrin, the board voted 6 – 0 to go into Executive Session to discuss legal and litigation proceedings. Mr. Bob Gabalski was invited to attend. Mr. Gabalski stayed until 9:33pm. The board reached a consensus and on a motion by Vice President D'Anna and seconded by Trustee Clark the board voted 6 – 0 to leave Executive Session at 9:54pm.

On a motion by President Morris and seconded by Trustee McGuire the board voted 6 – 0 to accept the vote taken during the Executive Session.

ADJOURNMENT

On a motion by President Morris and seconded by Vice President D'Anna the board voted 6 -0 to adjourn at 9:55pm.

NEXT REGULAR MEETING – MONDAY, JANUARY 22, 2024

Submitted by,
Debra McDermott