

A regular meeting of the Board of Trustees of the Pearl River Public Library was held at the library on January 22, 2024.

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

CALL TO ORDER & PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

- a. President William Morris made a motion to appoint Ashley Toombs as a new trustee to the Board of Trustees. Trustee Clark seconded the motion and the board voted 5 – 0 to appoint Ms. Toombs.

PRESENTATIONS

- a. Calgi Construction representatives Dominik Calgi and David Chen gave a summary of their Executive Summary and the importance of slab testing.
- b. Lothrop LLC representatives Kathleen Soule and Robert Gabalski presented to the board and attending public slides of the current design development/floor plans for the first floor of the renovated library.

MINUTES

On a motion by Trustee McCue and seconded by Trustee Clark the board voted 5 – 0 to approve the minutes of November 27, 2023.

TREASURER'S REPORT

- a. The board reviewed the Treasurer's Report, Balance Sheets, Actual Cash Flow Spreadsheets for November 2023, and the List of Warrants for December 2023.
On a motion by Trustee McCue and seconded by Trustee McGuire the board voted unanimously (6-0) to approve.
- b. The board reviewed the Treasurer's Report, Balance Sheets, Actual Cash Flow Spreadsheets for December 2023, and the List of Warrants for January 2024.
On a motion by Trustee McGuire and seconded by Trustee McCue the board voted unanimously (6-0) to approve.

STATISTICAL REPORTS

The statistical reports for November and December 2023 were noted.

DIRECTOR'S REPORT

Director Schatoff gave a brief summary of her report.

OLD BUSINESS

- a. Library Renewal Project – See Presentations

COMMITTEE REPORTS

- a. Buildings & Grounds (members Jeannine Clark, Irene D'Anna, Michael McCue) Trustee McCue gave an overview of what the committee has been meeting about for the last two months. Some matters include purchasing a generator, dealing with the bidding process, whether the library should stay on site during the renovation or move, how to be mindful of the bottom line while ensuring a bit of "Wow factor" for the patrons.
- b. Policy – (members Jeanine Clark, Michael McCue, Ashley Toombs) Director Schatoff informed the committee that they need to meet, and she will send out an email with proposed dates.
- c. Finance – (members Irene D'Anna, Daniel McGuire, Eric Sharrin) Director Schatoff informed the board that the budget process needs to start, and she will be sending out an email about meeting.
- d. Personnel – (members Daniel McGuire, Eric Sharrin, Ashley Toombs) No meetings are currently scheduled.

PERSONNEL

- a. Resolution to create an Information Services Assistant I position.
On a motion by President Morris and seconded by Vice President D'Anna, the board voted 6-0 to approve the new position.

NEW BUSINESS

- b. Board of Trustees – Sexual Harassment Training. Director Schatoff informed the board members that they are required to take this training every year unless they already do it through work.
- c. Board of Trustees – Conflict of Interest/Financial Disclosure. Director Schatoff informed the board that they need to read through the policy and fill out and sign the last page.
- d. DASNY Grant Resolution #1 – Chiller Replacement. On a motion by President Morris and seconded by Vice President D'Anna the board voted as follows:
President Morris – Yes
Vice President D'Anna – Yes
Trustee McCue – Yes
Trustee Sharrin – Absent
Trustee Clark – Yes
Trustee McGuire – Yes
Trustee Toombs – Yes
- e. DASNY Grant Resolution #2 – Air Handler Replacement. On a motion by Trustee McGuire and seconded by President Morris the board voted as follows:
President Morris – Yes
Vice President D'Anna – Yes
Trustee McCue – Yes
Trustee Sharrin – Absent
Trustee Clark – Yes
Trustee McGuire – Yes
Trustee Toombs – Yes

- f. Bond Reimbursement Resolution. On a motion by Trustee Clark and seconded by Trustee McCue the board voted as follows:
 - President Morris – Yes
 - Vice President D’Anna – Yes
 - Trustee McCue – Yes
 - Trustee Sharrin – Absent
 - Trustee Clark – Yes
 - Trustee McGuire – Yes
 - Trustee Toombs – Yes
- g. Resolution to create a PayPal account. On a motion by President Morris and seconded by Vice President D’Anna, the board voted 6 – 0 in favor of creating a PayPal account.
- h. Resolution to hire Calgi Management. On a motion by President Morris and seconded by Trustee Clark, the board voted 6-0 in favor of hiring Calgi Management.

CORRESPONDENCE

- a. Director Schatoff read a complimentary card from the Sunset Toastmasters that also included a \$300.00 donation.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

On a motion by President Morris and seconded by Trustee McCue the board voted 6 – 0 to go into Executive Session at 8:30pm.

On a motion by Trustee McCue and seconded by Trustee McGuire the board voted 6 – 0 to leave Executive Session at 8:58pm.

ADJOURNMENT

On a motion by President Morris and seconded by Trustee Clark the board voted 6-0 to adjourn the meeting at 8:58pm.

NEXT REGULAR BOARD MEETING IS FEBRUARY 26, 2024