

Minutes of the Port Jervis Free Library Board of Trustees

June 15, 2021

10:00 AM

Present: Beverly Arlequeeuw, Carey Sue Connelly, Carl Hendrick, Dick Roberts, Joan Wagner

Public: Denise Quinn, Supervisor; Dave Cole, Deputy Supervisor; Cathy Sherlock, Town Clerk (Town of Wawayanda)

Dave Zubikowski, Supervisor; Theresa Whelan, Town Clerk (Town of Greenville)

Grace Riario (RCLS)

Danielle DeLorenzo, Susan Wade

The meeting was called to order at 10:03 a.m.

III Public Comment – Representatives from the Towns of Wawayanda and Greenville were present to express their concern about a letter received stating that library services would no longer be provided by the Library at the conclusion of their current contracts. In addition, the towns of Minisink and Mount Hope received similar communications. The anticipated cessation of services was communicated through a letter from Beverly at the request of RCLS. Grace Riario stated that she was representing the interests of a group of individuals to expand and make permanent the services that the Library is not obligated to provide, and that the letter was not RCLS's "doing".

Addressing other matters, Grace commented on three RCLS documents: the Free Direct Access Plan, the Plan of Service and the Strategic Plan through 2026. The Access Plan must be approved by member libraries by August 13. The board stated that this will be addressed at the July meeting.

IV Minutes (Attachment 1)

Dick made a motion to approve the minutes of the May 18 meeting, seconded by Carey Sue. Unanimously passed.

V Correspondence – None

VI Approval of Statistics and Financial Reports (Attachment 2A-D)

Dick made a motion to approve the statistics, financial reports and bills as presented, seconded by Joan. Unanimously passed.

VII Director's Report (Attachment 3A-J)

- The Titan Roofing proposal for gutter cleaning was reviewed and a vote to approve was tabled until July, pending response to the questions of how they will check the gutters; is there a long-term remedy; and when the work can be scheduled.
- Beverly noted that the Library's insurance carrier has added an exclusion (Epidemic or Pandemic Exclusion) to the proposed insurance policy.
- *Dick made a motion to approve the proposed reopening schedule as presented, seconded by Carey Sue. Unanimously passed.*
- Beverly noted that a grant is available to expand outside Wi-Fi connectivity. Further discussion was tabled until July.

VIII Old Business (Attachment 4)

- The punch list resulting from the electrical inspection performed by Tri-County Inspection Agency was reviewed. Beverly will contact a few local electricians to pursue the cost of remediating the issues.
- The election on June 10 resulted in an approved budget and the election of Valerie Maginsky to the board. The exact count of votes will be discussed at the reorganization meeting.
- Beverly noted that Ralph Tidd has been invaluable in communicating with her throughout the process of installing the new boiler and the ancillary work. The end date of the installation process was to be this day (June 15). The test of the system was not successful. It was noted that the City Inspector has signed off on the work; MHE was to have someone on-site throughout the process, though this did not occur; new side panels were installed to replace the damaged panels; and the water feeder will need to be replaced. These and other deficiencies in the process are being documented.

IX New Business

The board agreed that the Library will continue to provide services to the towns of Greenville, Minisink, Mount Hope and Wawayanda for as long as is needed. Beverly will send the proposed contract to the Wawayanda Town Clerk. The board will approve the contract at the July meeting.

X Next Meeting – The reorganization meeting will take place on July 1, 2021 at 10:00 a.m. The next regularly scheduled meeting will take place Tuesday, July 21, 2021 at 10:00 a.m.

XI Executive Session – *Dick made a motion to go into Executive Session at 11:11 a.m., seconded by Carey Sue. Unanimously passed. Dick made a motion to come out of Executive Session at 11:26 a.m., seconded by Carey Sue. Unanimously passed.*

Dick made a motion to approve the FLEA contract for 7/1/21 – 6/30/22 as presented, seconded by Carey Sue. Unanimously passed.

Carey Sue made a motion to approve the Director's contract for 7/1/21 – 6/20/22 as presented, seconded by Joan. Unanimously passed.

Carey Sue made a motion to approve a \$0.70 per hour raise for Ralph Tidd, effective 7/1/21, seconded by Joan. Unanimously passed.

XIII Adjournment – *Dick made a motion to adjourn the meeting at 11:28 a.m., seconded by Carey Sue. Unanimously passed.*

Respectfully Submitted,

Susan Wade
Board Secretary