

Minutes of the Port Jervis Free Library Board of Trustees

October 13, 2026

6:00 PM

Present: Dolores Carnosa, Carl Hendrick, Liz Miller, Dick Roberts, Dan Schaaf, Beth Wolpert.

I Call to Order/Pledge of Allegiance - The meeting was called to order at 6:00 PM.

II Public Comment – agenda – none

III Minutes

- *Dick made a motion, seconded by Carl, to approve the minutes from the September 8, 2026 meeting. Dolores, Carl and Dick voted in the affirmative. Liz and Dan abstained as they were not present at the meeting.*
- *Dolores made a motion, seconded by Dick, to approve the minutes from the September 23, 2026 special meeting. Unanimously passed.*

IV Correspondence - None

V Approval of Statistics and Financial Reports

Carl made a motion, seconded by Dan, to approve the financial reports as presented. Unanimously passed.

VI Director's Report

- Beth reviewed her written report previously submitted and provided the following updates:
 - The boiler system flush and routine maintenance was completed.
 - The shut-off switches in the HVAC drain pans were extended as contemplated.
 - The meeting with the architect and manufacturer's representative occurred as scheduled for the window replacements. Documentation should be available to forward to SHPO for approval by the end of the month so that the grant can move forward.
 - The Statement on Hateful Conduct and list of prohibited items will be posted on the website in addition to their being posted within the Library.
- *Dick made a motion, seconded by Dolores, to approve the Director's Report as presented. Unanimously passed.*

VII Unfinished Business - none

VIII New Business - none

IX Public Comment -- A patron/Friends group member asked if the Library would consider being a drop-off point for collection of food for the various food pantries in town. Beth responded that a diaper drive is in progress but additional space is limited. The patron stated that the Friends storage area could be used to alleviate the problem. She also asked if additional childrens' chairs could be added. It was agreed that this would be done.

X Next Meeting

The next regular meeting is scheduled for November 10, 2026 at 6 PM.

XI Adjournment

Dick made a motion, seconded by Carl, to adjourn the meeting at 6:22 PM. Unanimously passed.

Respectfully Submitted,
Susan Wade, Board Clerk