

Minutes of the Port Jervis Free Library Board of Trustees
June 29, 2026 – Special Meeting of the Search Committee
3:00 PM

Present: Carl Hendrick, Valerie Maginsky, Liz Miller

I Call to Order

- Carl called the meeting to order at 3:00 PM.
- The meeting was held in the HUB at the Library, 138 Pike Street, Port Jervis.
- The meeting was conducted via Zoom with Mandy Simon of Bradbury Miller Associates, Canton OH.
- The information to join the Zoom meeting was published with the agenda.

II Public Comment – agenda - None

III Unfinished Business

- Carl stated that the meeting was a semi-finals day 1 candidate pool presentation by Mandy Simon, Bradbury Miller consultant.
- The Search Committee will be conducting a videoconference as noted in the agenda posted to the Library website.
- As noted, the public has a right to attend the meeting at any location in which a member of the public body is participating, which is the Library HUB. Any member of the public who attends the meeting in public will be asked to step out for the Executive Session portion of the meeting. Those logged into Zoom will be placed in a waiting room during the Executive Session. All can return when the Executive Session is concluded and the Committee returns to open session.
- It was noted there was one patron present at the HUB and one logged into Zoom.
- ***Liz made a motion at 3:03 PM, seconded by Valerie, to enter into Executive Session to discuss the employment history, qualifications and interview of particular persons, those being candidates A, B and C, leading to the appointment and employment with the Port Jervis Free Library as Library Director 1. Carl, Valerie and Liz voted affirmatively.*** Mandy Simon was invited into the Executive Session. Candidates A, B and C, individually, were invited into Executive Session.
- ***Carl made a motion at 5:06 PM, seconded by Valerie, to come out of Executive Session. Carl and Valerie voted affirmatively. (Note: Liz left Executive Session at 4:23 PM.)***

IV Public Comment - none

V Next Meeting

- The next regular meeting is scheduled for July 14, 2026 at 6 PM.
- A reorganization meeting is scheduled for July 1, 2026 at noon.
- Special meeting related to the Director search will be held via videoconference on June 30, 2026 at 3 PM.

VI Adjournment

Carl made a motion, seconded by Valerie, to adjourn the meeting at 5:07 PM. Unanimously passed.

Respectfully Submitted,
Susan Wade, Board Clerk