

Minutes of the Port Jervis Free Library Board of Trustees

December 9 12, 2025

6:00 PM

Present: Dolores Carnosa, Carl Hendrick, Curran Koehler, Valerie Maginsky, Liz Miller, Dick Roberts

I Call to Order/Pledge of Allegiance - The meeting was called to order at 6:02 PM.

II Public Comment – agenda – there was a question as to why a 2nd yoga class has not been approved.

III Minutes

- ***Liz made a motion, seconded by Dick, to approve the minutes from the November 12, 2025 meeting. Unanimously passed.***
- ***Dolores made a motion, seconded by Valerie, to approve the minutes from the November 14, 2025 special meeting. Passed 4-0; Liz abstained as she was not in attendance at the meeting.***

IV Correspondence - None

V Approval of Statistics and Financial Reports

Liz made a motion, seconded by Valerie, to approve the financial report as presented. Unanimously carried.

VI Director’s Report

Dick made a motion, seconded by Dolores, to approve the December 2025 Director’s Report as submitted. Unanimously passed.

VII Unfinished Business

- Strategic Plan – ***Valerie made a motion, seconded by Liz, to approve and adopt the 2026-2029 Strategic Plan as submitted.*** The Director shared a draft of the plan with the working group for review, and the group met on November 24 and agreed on the final version. Thereafter, the plan was forwarded to the Board for their review for approval at this meeting. Carl noted that “In addition to the members receiving a copy for review, it was posted to the website along with the *Turning Outward Community Report*. Led by consultant Casey Conlin, using community engagement tools from the Harwood Institute’s Turning Outward program in a format tailored to meet the needs of the library engaging with our community, we’ve completed the plan. On behalf of the Board I’d like to thank Casey and committee members for their efforts.” ***Unanimously passed.***
- FLEA and Board representatives are scheduled to meet on December 10.
- ***Liz made a motion, seconded by Dick, to appoint Aedan Roach to the position of part-time Library Clerk at an hourly rate of \$16.50 per hour, effective December 1, 2025, with a***

maximum of 19 hours per week and a probationary period of six (6) months, to begin with the date of hire. Unanimously passed.

VIII New Business – none

IX Public Comment -- Three members of the public spoke.

X Next Meeting

The next regular meeting will be held on Tuesday, January 13, 2026 at 6 PM.

XI Adjournment

Dolores made a motion, seconded by Dick, to adjourn the meeting at 6:27 PM. Unanimously passed.

Respectfully Submitted,
Susan Wade, Board Clerk