

Plattekill Public Library  
Regular Board of Trustees Meeting  
July 11, 2019

The meeting was called to order at 7:10 PM with the Pledge of Allegiance.

Present were: Will Farrell, President; Luz Ledesma, Vice President; Valerie Smith, Trustee; Joe Egan, Trustee; Rose Guerrieri, Trustee; George Hickey, Trustee; John Georghiou, Interim Director; Mayleen Torres-Rivera, Bookkeeper; Donna Ebanks, Acting Director/Secretary  
Excused: Trustee David Padilla,

**Financial Report:**

W. Farrell noted that having been appointed as Treasurer to the Board, Ms. Torres-Rivera is required to take an oath of office. Mr. Farrell noted that he would swear Ms. Torres-Rivera in at the evening's meeting. However, Board business continued, and the swearing in did not take place at that time.

**Items of note:**

- End of year surplus funds should be deposited into the Capital Fund before the end of the fiscal year
- M. Torres-Rivera went to M&T Bank and has been added as a signer to the Library's accounts
- Budget and payroll remain on point
- NYS Retirement payment is due in November
- Projection of next year's costs of running the building needs to be done

- Motion to approve the June payroll was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.
- Motion to approve the payment of the bills pending audit was made by Valerie Smith and seconded by Luz Ledesma. All were in favor and the motion passed.
- Motion to approve the purchase orders as follows: Times Herald Record \$450; Surveillance Cameras \$1,000; County Waste Recycling \$175; Family Extravaganza \$300; Jennifer Delora for sign language interpreting \$525; Hartford Insurance \$800; Legal Fees WHO \$5,000; Legal fees TDWM, LLP \$1,500; Classic Storage \$830; was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.

**Public Comment: None**

**Correspondence: None**

**Secretary's Report:**

- Motion to accept the June 13, 2019 Regular Board meeting minutes was made by Luz Ledesma and seconded by Joe Egan. MOTION TABLED

**Acting Director's Report:** Was read and discussed.

**Committee Reports:**

The Personnel Committee met on June 17. Minutes were sent via email prior to tonight's meeting.

The Committee is recommending an increase to the offering salary for a new Director to \$60,00 - \$65,000 in order to attract talented candidates.

- Motion to raise the salary range to \$60,000 to \$65,000 per year was made by Will Farrell and seconded by Luz Ledesma. All were in favor and the motion passed.
- Personnel Committee meeting scheduled for Wednesday, July 17 at 6pm.
- Budget & Finance Committee scheduled for Monday, July 22 at 6pm.

**Unfinished Business:**

- Motion to authorize Will Farrell to call the bank to cash in CD was made by Joe Egan and seconded by Luz Ledesma.  
MOTION WITHDRAWN

The Board engaged in a discussion concerning the cashing in of the CD.

- Motion: Will Farrell will call the brokerage company and ask that the CD be sold and the money put back into the Capital Fund was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.

**New Business:**

**Adjournment:**

- Motion to adjourn was made at 8:25pm by Joe Egan; all were in favor and the motion passed.

Donna Ebanks  
Secretary