

Plattekill Public Library  
Regular Board of Trustees Meeting  
August 8, 2019

The meeting was called to order at 7:01 PM with the Pledge of Allegiance.

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

Excused: Trustee David Padilla; Trustee Rose Guerrieri

**Financial Report:**

**Items of note:**

- N&H finalized their audit report, the AUD and the 990. The report was distributed to Board members who were present. Excused Trustee's copies went into their mail slots.
  - The Bookkeeper is working on a cost projection spreadsheet of maintaining the Library building after it is purchased.
- Motion to approve the July payroll was made by Luz Ledesma and seconded by Joe Egan. All were in favor and the motion passed.
- Motion to approve the purchase orders for the rest of the year as listed in the bookkeeper's report was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.
- Motion to approve payment of the bills pending audit was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.

The Board engaged in a discussion regarding the potential costs of maintenance and repair of the current Library building once it is purchased. V. Smith requested to know from all Board members if they had read the previously distributed engineer's report as there are various existing issues with the Library building.

W. Farrell asked that we contact the Town Highway Department to find out the costs of maintaining the Library building.

G. Hickey inquired about the status of OSC recommendation report on how we have implemented the corrective action plan. M. Torres-Rivera stated that the most significant issue was the underbudgeting and not properly allocating excess funds at the end of the year. Ms. Torres-Rivera will continue to work towards ending this year's budget at zero as required. J. Egan noted that this process was begun in 2018.

G. Hickey requested to know specifically the status of the update on the OSC corrective action plan addressing the following:

- What were the series of points the OSC cited?
- Did we implement the corrective action plan?
- How did we execute the corrective action plan?
- Did we adjust what we filed?
- If we did make adjustments, how were they made?
- When was this done?

**Public Comment: None**

**Correspondence: None**

**Secretary's Report:**

The June Board Meeting minutes were tabled to the September meeting.

- Motion to accept the July 11, 2019 Special Meeting minutes was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.
- Motion to accept the July 11, 2019 Regular Board meeting minutes was made by Luz Ledesma and seconded by Joe Egan. All were in favor and the motion passed.

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

- Motion to set the date for the Budget Vote and Trustee Election for September 27, 2019, to take place in the Community Room beneath the Library from 12noon to 9pm was made by Joe Egan and seconded by George Hickey. All were in favor and the motion passed.
- Motion to authorize Donna Ebanks to ask Mark Rubinstein, or another member of the community, to serve as Chairperson of the Election was made Luz Ledesma and seconded by Valerie Smith. All were in favor and the motion passed.
- Motion to appoint Donna Ebanks as Clerk of the Election was made by Joe Egan and seconded by Valerie Smith. All were in favor and the motion passed.
- Motion to hire Virginia Yambay and Madeline Marrero as election inspectors at a rate of \$15 per hour was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.

Petitions were distributed to those Trustees seeking a place on the ballot for the upcoming election. Several Trustees inquired about having to “sign out” for a petition in previous years. For clarification on this, “signing” for a petition has never been part of the Trustee Election process. The Clerk of the Election has typically given each Board member who is running a preprinted petition with their name placed at the top of the page. Any other individual seeking

to be on the ballot could receive a petition at the Library by asking for it.

In reference to the question of why absentee ballots must be signed for: it is proper procedure to get a signature for the numbered absentee ballot application. When the numbered application is returned and checked against the voter registration list, the corresponding ballot is then released.

The Board engaged in a discussion regarding “staggering” the Trustee terms in order to avoid having several Trustees running at the same time. This should be discussed at the October Board meeting.

### **Committee Reports:**

The Personnel Committee met on July 29; minutes still pending.

→ Motion to accept the tax cap resolution as follows:

Whereas, due to the timing of the State comptroller’s Office in releasing the statistics needed to calculate the actual tax levy limit, the adoption of the 2020 budget for the Plattekill Public Library may require a tax levy increase that technically exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and 2. Whereas, General Municipal Law Section 3-c expressly permits the Library’s Board of Trustees to override the tax levy limit by a resolution approved by at least sixty percent of qualified board members; now there be it Resolved, that on August 8, 2019, at least sixty percent of the Board of Trustees of the Plattekill Public Library voted and approved to exceed the tax levy limit if necessary was made by Joe Egan and seconded by Luz Ledesma. All were in favor and the motion passed.

Budget Committee will meet on Wednesday, August 14 at 6pm to set the Budget for the 2020 tax levy.

Update on Library property purchase:

- Town has received the check for legal fees.

### **Unfinished Business:**

Monies from the brokered CDs have been returned with interest and deposited in the Capital fund.

Compliance Officer’s Statement:

The Oversight Committee has just received the findings report from attorney, Dan Petigrow. They expect to have a recommendation for the Board by the September Board meeting, and will request that the Board go into Executive Session for a discussion of the recommendation. The Compliance officer will ask for a vote on that recommendation as per the Library’s policy.

Policy Committee needs to review the By-Laws template that was suggested by attorney Schofield. Committee Chair Joe Egan will work on setting a date for this Committee to meet.

**New Business:**

None

Discussion of the Interim Director's position:

W. Farrell stated that he was of the understanding that Interim Director J. Georghiou wanted to fully retire from this position by September. J. Georghiou noted that it was not essential that he leave by that time, and would be willing to stay on at a reduced salary. J. Georghiou recommended that the Board increase the Acting Director's salary. W. Farrell disagreed stating that that position has already received an increased rate and simultaneously the budget is funding the Interim Director as well. J. Georghiou offered to continue for the reduced sum of one dollar.

V. Smith stated that the Board agreed to pay the Interim Director the wage he is receiving. W. Farrell stated that they did not expect to continue this rate this long. J. Georghiou said that this was because the Library was required to have someone with his credentials. W. Farrell stated that he has reached out to MHLS for an Interim Director replacement.

**Adjournment:**

→ Motion to adjourn at 8:26 was made by J. Egan and seconded by G. Hickey.

Donna Ebanks  
Secretary