

Plattekill Public Library
Regular Board Meeting Minutes
February 16, 2024

The meeting was called to order at 6:03 p.m. with the Pledge of Allegiance.

Present: William Farrell, President; Joseph Egan, Vice President; Mark Cambalik, Trustee; John Reynolds, Trustee; Jasmine Vazquez, Trustee; David Padilla, Trustee; Darren Lansperry, Director; Mayleen Torres-Rivera, Bookkeeper; Donna Ebanks, Secretary

Excused: Trustee Betty Diorio

Public Comment: None

Correspondence:

- Invitation from the Plattekill Veterans Committee to participate in the Town's Memorial Day Parade
- Letter received from Ms. Barbara Peters, which included a \$250 donation made in the name of our patron, Kathleen Mary Ward. Ms. Peters noted that Kathleen Mary Ward, an avid reader, visited the library frequently and enjoyed the services she received at the Plattekill Library

Financial Report:

The Treasurer's report was read and discussed.

- Motion to approve the January 2024 payroll was made by M. Cambalik and seconded by D. Padilla. All were in favor: motion passed.
- Motion to approve the checks pending audit was made by D. Padilla and seconded by J. Vazquez. All were in favor: motion passed.
- Motion to approve the following recommended transfers from the savings account: \$2,000 to the M&T debit card account; \$10,000 to the general checking account; \$20,000 to the payroll account; and \$36,000 to the M&T contingency account, was made by J. Reynolds and seconded by M. Cambalik. All were in favor: motion passed.
- Motion to allocate \$300,000 from the tax levy funds for the following CD investments:
\$100,000 into a three-month CD and \$200,000 into a six-month CD was made by W. Farrell and seconded by J. Reynolds. All were in favor: motion passed.

Secretary's Report:

- Motion to accept the January 10, 2024, Regular Board Meeting minutes was made by M. Cambalik and seconded by D. Padilla. All were in favor: motion passed.

- Motion to accept the January 24, 2024, Special Board Meeting minutes was made by J. Egan and seconded by J. Reynolds. J. Vazques abstained. All others were in favor: motion passed.

Director's Report:

The Director's report was read and discussed.

- New READ posters and updated bulletin boards have been installed on the upstairs staircase walls
- NYS Labor Department's audit has been completed and closed with no issues
- Annual Report is almost completed; the final report will be sent to all Trustees and will be up for approval at the March Board meeting
- Darren attended Library Advocacy Day in Albany on February 7 and had an opportunity to visit with Assemblyperson Jacobson and Senator Hinchey's staff
- Bid notice for electronic sign and RFP notice for Architect have been posted in the newspaper, at the library, and on the website; sign bids are due 2/21 and RFPs are due 2/29

Committee Reports:

The Grants Committee met on February 8. W. Farrell briefed the Board in the absence of Committee Chair Betty Diorio.

Unfinished Business:

M. Cambalik, Chair of the Planning Committee, reviewed developments on projects that are in progress.

- Motion to extend the time to April 1st for companies to reply to our library project RFP published in the newspaper, was made by W. Farrell and seconded by D. Padilla. All were in favor: motion passed.

New Business:

None

- Board President Will Farrell made a motion to enter into Executive Session at 7 pm, without the Director's participation, to discuss a personnel item. J. Egan seconded the motion. All were in favor: motion passed.

7:01 pm: Darren left the meeting.

The Board returned from Executive Session at 7:58 pm.

Adjournment: → Motion to adjourn at 7:58 pm was made by D. Padilla.

Respectfully submitted by:
Board Secretary
Donna Ebanks