

Plattekill Public Library
Regular Board Meeting Minutes
December 11, 2024

The meeting was called to order at 7:07 p.m. with the Pledge of Allegiance.

Present: William Farrell, President; Joseph Egan, Vice President; Mark Cambalik, Trustee; David Padilla, Trustee; George Hickey, Trustee; Darren Lanspery, Director; Mayleen Torres-Rivera, Bookkeeper; Donna Ebanks, Secretary

Excused: Trustees John Reynolds and Betty Diorio

Public Comment: None

Correspondence: None

Financial Report:

The Treasurer's report was read and discussed.

- Motion to approve the November 2024 payroll was made by M. Cambalik and seconded by J. Egan. All were in favor: motion passed.
- Motion to approve the checks pending audit was made by D. Padilla and seconded by G. Hickey. 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 corporate general checking account; and \$25,000 to the payroll account was made by J. Egan and seconded by G. Hickey. All were in favor: motion passed.
- Motion to move the January Board meeting to January 15, 2025, was made by J. Egan and seconded by G. Hickey. All were in favor: motion passed.
- Motion to leave the following dollar amounts in their respective accounts: \$3,256 in the debit card account; \$6,972 in the checking account; \$5,474 in the payroll account and to move \$30,000 from the savings account to the contingency account was made by M. Cambalik and seconded by G. Hickey. All were in favor: motion passed.
- Motion to deposit \$50,000 to the contingency account and \$50,000 with interest to the capital account from the CD investments, was made by J. Egan and seconded by G. Hickey. All were in favor: motion passed.
- Motion to approve paying the monthly Toshiba copier bill of approximately \$180.00 to \$200.00 by autopay, was made by J. Egan and seconded by G. Hickey. All were in favor: motion passed.

Secretary's Report:

- Motion to accept the November 13, 2024, Regular Board meeting minutes was made by D. Padilla and seconded by M. Cambalik. All were in favor: motion passed.

Director's Report:

- Drilling for the geotechnical testing was completed by Kevin Patton
- Receiving many positive comments regarding the electronic sign; it has also helped increase attendance at library programs
- Online calendar used by patrons to register for programs is now provided through County funding and the museum pass administration is now using this system as well
- All trustees are required to complete two hours of training by the end of the year
 - Motion to approve the hiring of Hunter Huang as a part-time employee was made by G. Hickey and seconded by M. Cambalik. All were in favor: motion passed.

Committee Reports:

The Budget and Finance and Plans and Operations Committees met on December 11, 2024. Respective Chairs W. Farrell and M. Cambalik briefed the Board.

Unfinished Business: The Board discussed the following items

- Architect meetings
- Library building insurance
 - Motion to accept the increase in the library's building insurance policy for one-million dollars at a cost of \$699.00 as presented was made by G. Hickey and seconded by J. Egan. All were in favor: motion passed.

New Business: The Board discussed the following items

- Plattekill Library Emergency Planning and Disaster Response Policy
- Date change for the January 2025 Board meeting was discussed under the Financial Reports
 - Motion to accept the Emergency Planning and Disaster Response Policy was made by M. Cambalik and seconded by G. Hickey. All were in favor: motion passed.

Adjournment: → Motion to adjourn at 8:23 pm.

Respectfully submitted by:

Donna Ebanks
Board Secretary