

Plattekill Public Library
Regular Board Meeting Minutes
February 12, 2025

The meeting was called to order at 7:05 pm with the Pledge of Allegiance.

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

Excused: Trustees Betty Diorio and Mark Cambalik

Public Comment: None

Correspondence: None

Financial Report:

Treasurer's report was read and discussed:

- Motion to allocate \$300,000 from the tax levy funds for the following CD investments: \$100,000 to a three-month CD, and two individual six-month CDs, each in the amount of \$100,000, was made by W. Farrell and seconded by J. Egan. All were in favor: motion passed.
- Motion to approve the January 2025 payroll was made by D. Padilla and seconded by G. Hickey. 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 contingency account: \$1,000 to the M&T debit card account; \$15,000 to the corporate general checking account; \$20,000 to the payroll account, and \$10,000 from the capital savings account to the capital checking account was made by J. Reynolds and seconded by D. Padilla. All were in favor: motion passed.

Secretary's Report:

- Motion to accept January 15, 2025, Regular Board meeting minutes was made by W. Farrell, and seconded by J. Reynolds. All were in favor: motion passed.

Director's Report was read and discussed:

- Will added sheetrock to an office wall and did other work to help with cold and draft issues
- Mark installed a Wi-Fi hub in the office area of the children's room so that a staff member working in that location has access to the internet
- Library passed the annual fire inspection administered by the Town of Plattekill
- Email link to contact local legislators to advocate for library funding was sent to all trustees
- Annual report is in progress and once it is completed it will be sent to the Board for review and approval at the March Board meeting

- Local trustee training survey was sent out by Rebekkah, and forwarded to the Board for their feedback
 - Take Your Child to the Library Day was very successful. Approximately thirty children and their parents visited the library for stories, crafts, and snacks. Children’s librarian Melissa, along with other staff, presented an excellent program
- Motion to hire John Neuwirth to a part-time clerk position of 15-20 hours per week, at \$15.50 per hour was made by W. Farrell and seconded by J. Egan.
All were in favor: motion passed.

Committee Reports:

Unfinished Business Discussions:

Architect meetings

2025 tax levy investments were discussed during the Treasurer’s report

New Business Discussions:

2024 & 2025 AFR and 990 Accountant

Policy Committee Chair David Padilla, reviewed the Policy for Notification of Data Breaches

Assurances Construction Grant

- Motion to hire Nugent and Haeussler to complete the 990 and AUD for 2024 and 2025 for the following costs: \$2,975 for 2024 and \$3,075 for 2025 was made by J. Egan and seconded by G. Hickey. All were favor: motion passed.
- Motion to approve the amended assurances grant was made by J. Reynolds and seconded by G. Hickey. All were in favor: motion passed.
- Motion to accept the Policy for Notification of Data Breaches was made by G. Hickey and seconded by J. Egan. All were in favor: motion passed.

Adjournment: Motion to adjourn at 8:27 pm

Respectfully submitted by:

Donna Ebanks

Board Secretary