



Town of Ulster Public Library Board of Trustees Meeting
Tuesday, August 3, 2021 postponed from July 27, 2021

Note: This was the first in-person meeting since before the Covid-19 virus pandemic. As five trustees are needed to constitute a quorum, no votes were held, and no official business was conducted during today's meeting. This document should be considered an informational update only.

Present: Bruce Engholm (Secretary), Rita Joyce (Vice President), Jason Kovacs, Allison Organtini, Elaine Wolf (Treasurer), Mary Collins (Director)

Absent: Anne Davis (President, excused absence), Susan Hayes

Call to Order by Rita at 4:02.

Voluntary Pledge

Public Comment

Treasurer's report

Elaine Wolf, Treasurer, explained the new, one-page, report format that she presented. Possible inconsistencies were reported. Moving forward, the new numbers will be used for consistency and accuracy. Total expenses vs. budget year-to-date will be reported at the August meeting.

Mary, Director, reported that the library's computer server has crashed. Five checks are not in Quick Books yet. Mary is contacting the Mid-Hudson Library Association's Information Technology department and the CPA regarding how to import our old QuickBooks into the new computer system, without having to start over from scratch. The old server had been running nonstop since 2015. The hope at this point is that we will be able to use our existing backup to import the data into the new QuickBooks that we buy.

Director's Report

The library has been issuing library cards in person (in July, a total of ten cards were issued, with seven of those issued to Town of Ulster residents). Mary's health and library mask policy was discussed. Currently *asking* all patrons to wear masks, but not *requiring* that they do so. Rita reported that renovations are not expected to begin until September at the earliest. These Phase II renovations (lighting and ceiling improvements) are expected to take only a few weeks. It was agreed that if closing the library for a day or two would speed the process, that that would be worth it.

VOTE: Approval of the June 2021 meeting minutes

All votes were postponed to the August meeting due to the lack of a quorum.

Financial Report

VOTE: Approval of bill payments

VOTE: Approval of June 2021 report from O'Connor Tax Services

All votes were postponed to the August meeting due to the lack of a quorum.

Director's Report

Committee Updates

- Expansion/Renovation
- Budget / Finance
- Civil Service

September and November civil service tests are coming up, with no date yet set for Mary. Josh and Naomi signed up the year before last.

- Personnel / Policy

Saugerties offered a full time position with benefits to Jenny Chin. She has been with the Town of Ulster library since 2019, part time. She's happy that she will be doing the tech side and some none-desk work in her new position. New part-time staff now working at the library include Kelly's daughter, Megan, who has experience working at Saugerties, and Mary Beth, who's filling in. Mary had been scheduled as the third person on Saturdays, now Mary Beth is filling that slot. Megan is expected to work through August, but that will get us through vacation season before she leaves. We should consider a clerk that can do the tweens program that Amy used to do.

VOTE: Accept the resignation of Jenny Chin

All votes were postponed to the August meeting due to the lack of a quorum.

- Covid19 Service Task Force

Election

Three petitions have been picked up so far, including Jason, his neighbor, and Bruce. It was suggested that Lauren, the election clerk, do a press release. The public budget meeting will be held prior to the August board meeting. Lauren will have two assistants on Election Day, September 2nd. Plan to ask Jean regarding payment, ballots, etc.

Turning Outward

The Turning Outward committee has been meeting monthly online. Five of six scheduled conversations were held, with less than a dozen participants in total. A consistent theme that emerged was the lack of centrality in the Town,. The committee is to reconvene when Anne returns. Town Supervisor Quiqley, a participant, imagines a central town focus with soccer fields at Tech City.

Old Business

New Business

Lowes plumbing has submitted a \$1,000 service contract for next year. Wondering if we have one for this year or not. Mary will follow up with this.

Set Next Board Meeting date - August 24, 2021 at 4 PM

Public Comment

Motion to adjourn at 4:38.

No votes were taken due to the lack of a quorum.