



Town of Ulster Public Library Board of Trustees Meeting  
Tuesday, January 18, 2024  
**DRAFT MINUTES**

**Trustees Present:**

Anne Davis, Bruce Engholm, Andrea Epstein, Rita Joyce, Gene Nettle, and Nicole Vicari

**Trustees Excused:**

Allison Organtini and Nancy Slauson

**Staff and Officers Present:** Melissa Challen, Treasurer

**Staff Excused:** Mary Collins, Director

**Public Present:** Jason Kovacs and Ron Higgins

**Call to Order and Pledge**

President Anne Davis called the meeting to order at 4:00 p.m. and led the pledge.

**Public Comment:** Jason Kovacs said that it was an honor to serve on the board and is happy to be at the meeting as a member of the public.

**Approval of Minutes**

- VOTE: Andrea Epstein moved, and Nicole Vicari seconded, the approval of the December 2023 meeting minutes. The motion passed with four yea votes and two abstentions (Bruce Engholm and Rita Joyce)

**Financial Report**

- The Treasurer's Report was provided in the board packet.
- VOTE: Rita Joyce moved, and Bruce Engholm seconded, the approval of checks/bill payments as per documents included in the board packet. The motion passed 6/6 via a roll call vote
- VOTE: Rita Joyce moved, and Bruce Engholm seconded, a motion to receive the December 2023 Budget v. Actual. The motion passed 6/6 via a roll call vote.

**Director's Report**

The Director's report was provided in the board meeting packet.

### **Committee Updates**

- Audit – no report
- Facilities – no report
- Finance – no report
- Personnel – The committee met to discuss a pay raise and title change for Kerry Chenier as she has taken on more responsibilities and rolls in the library over the last several months. Her current title is Library Clerk, and they would like to change it to Adult and Teenage Program Coordinator. Kerry has taken the Civil Service test and is on the approved list for the new job title.
- Policy – no report

**Old Business:** None

### **New Business**

- **Vote:** Elect a Vice President for the Board of Trustees  
Rita Joyce moved, and Anne Davis seconded, the motion to approve Bruce Engholm as Vice President of the Board of Trustees. The motion passed unanimously.
- **VOTE:** Salary increase for Kerry Chenier  
Anne Davis moved, and Bruce Engholm seconded, the motion to increase Kerry Chenier's salary to \$23.50 and hour effective January 1, 2024, with the pending Civil Service approval of her new job title of Adult and Teenage Program Coordinator. The motion passed 6/6 via a roll call vote.

### **Next Board Meeting**

Thursday, February 22, 2024, at 4:00 p.m.

**Public Comment** – Ron Higgins introduced himself and expressed interest in joining the Library Board. He would fill the seat that was vacated by Jason Kovacs.

### **Adjourn**

Nicole Vicari moved, and Bruce Engholm seconded, a motion to adjourn. The motion passed unanimously. The meeting was adjourned at 5:01 p.m.

Respectfully submitted,  
Nicole Vicari