



Town of Ulster Public Library Board of Trustees Meeting  
Thursday, February 22, 2024  
**DRAFT MINUTES**

**Trustees Present:**

Anne Davis, Bruce Engholm, Andrea Epstein, Ronald Higgins Jr., Rita Joyce, Nancy Slauson, and Nicole Vicari

**Trustees Excused:**

Gene Nettle and Allison Organtini

**Staff and Officers Present:**

Kerry Chenier, Interim Library Director and Melissa Challen, Treasurer

**Public Present:** None

**Call to Order and Pledge**

President Anne Davis called the meeting to order at 4:02 p.m. and led the pledge.

**Public Comment:** None

**VOTE:** Bruce Engholm moved, and Rita Joyce seconded, the motion to appoint Ronald (Ron) Higgins Jr as a trustee to the Library Board. The motion was passed unanimously.

Ronald will fill the seat that was left vacant by the resignation of Jason Kovacs. Ronald's term will end September 30, 2024.

**Approval of Minutes**

- VOTE: Rita Joyce moved, and Andrea Epstein seconded, the approval of the January 2024 meeting minutes. The motion passed with six yea votes and one abstention (Ronald Higgins Jr.).

**Financial Report**

- There was no Treasurer Report this month.
- VOTE: Anne Davis moved, and Nancy Slauson seconded, the approval of checks/bill payments as per documents included in the board packet. The motion passed 7/7 via a roll call vote
- VOTE: There was no Budget v Actual provided this month.

## **Director's Report**

Kerry and Hailey are working on the library's annual report. Josh is reenrolling in the digital navigator program. He also attended the Library Advocacy Day in Albany and provided a report for the board. The library had a successful "Take Your Child to the Library" night on February 6<sup>th</sup>. Naomi is back from her maternity leave and is helping with some of the children's programs. Graham graduated with his master's degree in library science. Steven Cina started a Chess Club for Kids on Saturdays for children ages 6-12. The drywall that was damaged by the leaking roof in December has been replaced by R. Miller Contracting. The summer reading program performer has been booked. There were thirteen new library cards processed in February. Part-time employee Elizabeth Cirafice will be leaving at the end of March.

## **Committee Updates**

- Audit – no report
- Facilities – no report. However, the committee will need to meet soon to discuss the aging HVAC system.
- Finance – no report
- Personnel – Kelly Rea is on medical leave until March 31, 2024. She is hoping to be able to return at that time but is still unsure currently.

**VOTE:** Nancy Slauson moved, and Andrea Epstein seconded, the motion to appoint Kerry Chenier as Interim Library Director at an annual salary of \$58,000 effective February 12, 2024, and will be reevaluated in June 2024. The motion passed 7/7 via a roll call vote.

- Policy – no report

**Old Business:** None

**New Business:** None

## **Next Board Meeting**

Thursday, March 28, 2024, at 4:00 p.m.

**Public Comment –** None

## **Adjourn**

Rita Joyce moved, and Nicole Vicari seconded, a motion to adjourn. The motion passed unanimously. The meeting was adjourned at 5:14 p.m.

Respectfully submitted,  
Nicole Vicari