



Town of Ulster Public Library Board of Trustees Meeting
Thursday, March 28, 2024
DRAFT MINUTES

Trustees Present:

Anne Davis, Bruce Engholm, Andrea Epstein (5:00), Ron Higgins, Rita Joyce, Gene Nettle, Nancy Slauson (4:07), and Nicole Vicari

Trustees Unexcused:

Allison Organtini

Staff and Officers Present:

Kerry Chenier, Interim Library Director

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

Approval of Minutes

- VOTE: Rita Joyce moved, and Bruce Engholm seconded, the approval of the February 2024 meeting minutes. The motion passed unanimously.
- VOTE: Nicole Vicari moved, and Nancy Slauson seconded, the approval of the December 2023 meeting minutes. The motion passed with 5 yeas and two abstentions (Bruce Engholm and Ron Higgins).

Financial Report

- The Treasurer Report was provided in the board packet.
- VOTE: Anne Davis moved, and Rita Joyce 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: Anne Davis moved, and Nancy Slauson seconded, a motion to receive the February 2024 Budget v Actual. The motion passed 7/7 via a roll call vote.

Director's Report

The Director's Report was provided in the board packet.

Committee Updates

- Audit – Brent Napoleon was emailed March 11th. He has not replied so the next step is to call his office.
- Facilities – no report
- Finance – no report
- Personnel
 - Kelley Rea is unable to return to work during the period from April 1 -April 12, 2024, as per Doctor's note.
 - VOTE: Anne Davis moved, and Rita Joyce seconded, a motion to accept the resignation of Graham Ebbecke effective March 31, 2024. The vote passed unanimously.
 - VOTE: Anne Davis moved, and Rita Joyce seconded, a motion to accept the resignation of Elizabeth Cirafice effective March 30, 2024. The vote passed unanimously.
- Policy – The Employee Handbook is outdated. Bruce Engholm and Rita Joyce offered to help update the handbook.

Old Business: None

New Business:

- VOTE: Anne Davis moved, and Nancy Slauson seconded, a motion to accept the Annual Report to the State for 2023. The motion passed unanimously.
- VOTE: Anne Davis moved, and Rita Joyce seconded, a motion to accept the Memorandum of Understanding. The motion passed unanimously.
- The board decided to wait until April to approve the Trustee Education Policy. This way everyone could review the policy.
- VOTE: Rita Joyce moved, and Bruce Engholm seconded, a motion to approve Naomi Harris as the 2024 Election Clerk at a salary of \$425.00. The motion passed 8/8 via a roll call vote.
- Anne and Kerry will be working on the 2023 Report to the Community.
- We need to write a policy for dealing with patrons who want a book banned.

Next Board Meeting

Thursday, April 25, 2024, at 4:00 p.m.

Public Comment – None

Adjourn

Nicole Vicari moved, and Rita Joyce seconded, a motion to adjourn. The motion passed unanimously. The meeting was adjourned at 5:17 p.m.

Respectfully submitted,

Nicole Vicari