

June 2025 Special Board Meeting Agenda

Members: Pat Adams 2029, Fred Barnes 2026, Cindy Barton 2029, Harriet Berard **2025**, Sandy Brewster **2025**, Nathan Davis 2026, Ginny Downs 2028, Rebecca Leggieri 2027, Janet Sand 2027, Julia Walter 2028
Treasurer: Linda Carpenter

Excused (six to meet quorum): Harriet Berard, Pat Adams

Determination of a quorum

Call to Order and Additional Agenda items:

Committee Reports: Standing Committees (* indicates chair)

- a. **Personnel** – Julia*, Nathan, Sandy
Librarian I

Adjournment: Next Board Meeting 7/10/25 at 1pm

Committee Meetings:

Building & Grounds Committee First Thursday of the month at 4 pm
Development Meetings the Third Tuesday of the month at 11 am
Finance & Budget Committee, Personnel Committee meetings called by chairs
Policy Meetings the Last Thursday of the month at 11am
Long Range Plan of Service First Tuesday of the Month at 2pm

**The Community Library
Board of Trustees Meeting
June 12, 2025**

Call to Order:

As a quorum was present, President Becky Leggieri called the meeting to order at 1:00 p.m.

Present: Pat Adams, Cindy Barton, Sandy Brewster, Virginia Downs, Becky Leggieri, Janet Sand, Kim Zimmer. Excused: Fred Barnes, Harriet Berard, Nathan Davis, Julia Walter, Linda Carpenter (treasurer).

Guests:

Ms. Denise Klug, Ms. Elizabeth Hackney, Ms. Catherine Ryder (recently elected trustees who will assume office at July meeting), Mrs. Kim Walchko (Friends representative), Mr. Jeff Ullman and Mr. Timothy Snyder (representing Cobleskill Historical Society).

Mr. Ullman and Mr. Snyder explained to the trustees that in the past there had been a MOA regarding a history room to display and store Cobleskill historical items. Since this document had expired several years ago, the Cobleskill Historical Society was questioning if there would be a new agreement when the Annex renovation was completed. Ms. Leggieri indicated that the renovation was still in progress and the trustees were not able to answer the question at this time.

Minutes:

Mrs. Barton moved to accept the May minutes. Mrs. Adams seconded the motion, and it was unanimously approved.

Director's Report:

Ms. Zimmer asked, if after review, the trustees had questions regarding the New York State Annual Report. Mrs. Adams made a motion, seconded by Mrs. Barton, and it was unanimously approved.

Friends Report:

Mrs. Walchko announced that the Friends have donated \$3000 for the summer reading program. By the end of the month the Friends will have a Venmo account to make purchasing easier. Baskets must be submitted by August 23, and the raffle will take place September 20.

Treasurer's Report:

After reviewing the financial statement, Mrs. Downs made a motion to pay the bills. Mrs. Sand seconded the motion, and it was unanimously approved.

Committee Reports:

Finance:

Ms. Zimmer indicated that the 2023 audit will be completed within a couple of weeks.

Building and Grounds:

Mrs. Barton indicated that the plans for the exterior sign will be ready to submit to the Cobleskill Village Board at their July meeting.

Some masonry work must be done at the front of the building. JTG Company submitted an estimate of \$1200 for labor and \$75 for materials. This contract was unanimously approved.

The storage shed will be finished by mid-July.

Personnel:

Ms. Leggieri moved for the board to go into executive session at 2:05 to discuss the appointment of Lex Lanza to Librarian I. This was seconded by Mrs. Downs and unanimously approved.

Ms. Leggieri moved to leave executive session at 2:20. This was seconded by Mrs. Downs and unanimously approved.

Ms. Brewster made a recommendation not to appoint Lex Lanza to the Librarian I position. This motion was unanimously approved.

Policy:

Mrs. Sand presented four policies for consideration.

After review, The Fiscal-Investment Policy remained the same. This was unanimously approved by the trustees.

The Gift of Library Materials Policy had a few changes in terminology. These changes were unanimously approved.

Mrs. Sand explained the changes in the Library Charges and Fees Policy. This revised policy was unanimously approved.

Mrs. Sand presented the Memorandum of Deposit policy. This policy was unanimously approved.

Board Development:

Ms. Adams reminded the trustees to complete the two hours of mandatory training.

The committee is working on a slate of officers and committee members for 2025-2026.

Ms. Adams shared the results of the Trustee Self Evaluation Survey.

Long Range Plan:

Mrs. Barton asked chairs to complete the update for their committee.

New Business:

Ms. Zimmer described MVLS's Free Direct Access Plan. Ms. Brewster made a motion, seconded by Mrs. Barton, and it was unanimously approved.

Ms. Leggieri thanked Ms. Brewster for her contributions as a trustee. Ms. Leggieri spoke of Mrs. Harriet Berard's many years as a trustee and how her diligence and knowledge enhanced the role the library has had on the community.

Adjournment:

Mrs. Downs made a motion, seconded by Ms. Brewster, and was unanimously approved to adjourn at 3:15.

Submitted by Virginia Downs