

MEETING MINUTES

PRESENT: Marjorie Galen, presiding, Marty Nealon, Kathryn Shattuck, Kris Haberman, Maria Gagliardi and Debbie Firestone, recording

EXCUSED: Paul Riccobono, Andrew Goffe, Sarah Buterbaugh

Marjorie called the meeting to order at 7:34pm

Kathryn moved to approve the meeting minutes from the 12/08/2021 meeting. Marty seconded. All in favor.

NEW BUSINESS:

- We would like to have meetings conducted in person whenever possible since it is sometimes difficult for Zoom participants to hear the entire conversation and there are rules governing participation in board meetings via Zoom (cameras must always be on, address where each participant is located needs to be announced ahead of time, etc.).

Marty moved to accept Andrew Goffe's resignation from the Board. Kris seconded. All in favor.

- Search committee will begin the search for a new member to fill out the remainder of Andrew's term, which expires in December of 2025.

Kathryn nominated Marjorie to position of President. Kris seconded. All in favor.

- Remaining board positions were put up as: Paul Riccobono – Vice President, Marty Nealon – Treasurer, Kathryn Shattuck – Secretary.

Marty moved to accept the slate of officers as presented. Kathryn seconded. All in favor.

Committees:

- Finance – Marjorie Galen, Marty Nealon
- Building – Paul Riccobono, Kris Haberman, Marjorie Galen
- Sustainability – Marty Nealon, Kathryn Shattuck
- Nominating Committee – Marjorie Galen, Kathryn Shattuck, Kris Haberman
- Will revisit Symposia Committee in another year

2022 meeting dates will be set up and sent out by Maria. Typically we meet the second Wednesday of the month in February, April, June, September, October and December. It was decided meetings begin at 7:00pm instead of 7:30pm.

LIBRARIAN'S REPORT: by Maria

- All board members must complete Sexual Harrassment Prevention training. If you complete it at work or elsewhere, we can accept certificates of completion so you do not have to redo it.
- At the next meeting, all board members must sign Conflict of Interest and Whistleblower policies.
- Winterfest was a big hit - people really enjoyed it. Many requested more events that are similar. It was decided if we repeat the event we will start earlier in the day.

- Considering a similar event on Saturday May 7th, the day before Mother’s Day. The Community Center has a TBD on the date for their plant sale, but it’s typically around Mother’s Day. Some ideas that have surfaced:
 - Vegetable, herb plants (Community Center does flowers)
 - Sell pressed flower cards – made by teens
 - Smoothie station – run by teens
 - Sidewalk games, chalk, jump rope competition
 - Petting zoo, dog show
 - Craft and food vendors
 - Fundraise for some kind of raffle – maybe get something donated?
 - Kate can take the lead for this event as the teens really want to be involved, but do we need to set up a committee?
 - Kris suggested a local art sale for this event: people in Palisades, maybe teenagers looking for entry into the market at a lower price point with affordable art, we could also poll artists for their “inspiration” and have books on hand that speak to said inspiration.
- Sunday attendance is holding around the same at 13 people (same as in November)

Marty moved to amend the Infectious Disease Plan as presented to give the director more discretion in changing the levels of service as conditions change. Kris seconded, all in favor.

- RCLS IT and ILS Agreements – RCLS has proposed that these services be separate - in two agreements to give more flexibility on both sides. Previously, the ANSER agreement covered the technology and the ILS. It seems that no matter what path we go down, costs will be going up for the library. Some changes include a shift from installed software to a web-based product.
 - In light of these proposed changes, meetings are being set up to look at options for service outside of the RCLS offering to make sure we make informed choices. We are looking at these options in combination with other local libraries to help reduce costs.
 - We are meeting with Atlantic Tomorrow’s Office and the company that has been servicing the Valley Cottage Library. A decision needs to be made by June 30th.

Financial Report : by Maria

2022 Budget - Increases include:

- Increase in Children’s Librarians hours
- Adding Tutor.com
- IT Support cost increases, telecom support increases
- The exterior of the building needs to be painted (approximately \$5k)

Marty moved to approve the 2022 Budget as presented. Kathryn seconded, all in favor.

- Maria will be selling cookbooks at the Community Center Market on 2/12.

- School District Library funding: Votes will be held on April 28 and on April 20th there will be a public hearing at the Blauvelt Library for questions and answers. Passage would mean another \$14k for Palisades.
- There has been an anonymous donation to the library in the amount of \$10,000 to increase Archival Storage – paper, photos, maps, etc. The expectation is that more materials will be forthcoming. We can consider digitizing some of this collection and look into available grants for this purpose.

Building Report: by Maria

- The electric work is complete! Optimum did their work free of charge. Rich Rasmussen is still to invoice for his final work.
- Albright has not yet invoiced the library for the last bit of work they need to finish.
- We are meeting with Michael Esmay tomorrow morning at 10am to talk about the children's room.

Chartered Service Area Update:

- The Library Charter is based on the Palisades School District, which no longer exists.
- The DLD then defined the service area by Census Designated Places, where a portion of Palisades residents were given to Tappan – about 500 people.
- DLD agreed to use Census blocks to make the change so these 500 people can be part of Palisades, but Tappan needs to agree to the change.
- The question was posed by the DLD if we want to add the Sparkill residents to our service area? This same question came up in 2012 and the board did not want to alter the service area at that time. After much discussion, it was decided that Palisades would not want to move forward with adding Sparkill residents to our service territory.

Teresa Kenny's office asked to participate on our TerraCycle program through 4/28. They have set up a drop off location at her office for the three items we are currently recycling: shaving/razor blades, all brands of beauty and skin care packaging and all dental related items.

Orangetown is looking to apply for NYSERDA's Climate Smart Community grant and maybe we can work together with them on this and/or a repair café in the future, which will help them earn points towards grants.

The board would like to send Teresa a copy of *Pots and Pans in Palisades*.

Marjorie moved to close the meeting at 9:23pm.