

Town of Esopus Library
October Board of Trustees Meeting
Wednesday, October 30, 2024

Agenda

Call to order	Larry Decker
Approval of September Board Meeting Minutes	
Public Comment (2 minutes each)	Public
Treasurer's Report/Finance Committee	Elaine Jaffe
Director's Report	Jesse Chance
Friends	Elaine Rylance
Committees	
1. Buildings and Grounds – Stephen Lewis	
2. Governance and Personnel / Trustee Training – Martha Farrell	
3. Sustainability, Research and Development – Don Carragher	
Trustee Vote	
Vote on creating a Landscaping Ad Hoc Committee	
Adjournment	

Resolutions:

2024-48 – Payment of September Claims

2024-49 – Lukatis Donation

2024-50 –Section 1.4 and 1.7 Personnel Policy Manual Update

TOWN OF ESOPUS LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

September 25, 2024

Board Members Present: Elaine Jaffe, Elaine Rylance, Don Carragher, Allen Olsen, Stephen Lewis, Larry Decker, Laura Petit and Martha Farrell

Board Members Excused:

Board Members Absent:

Staff Present: Mary Garraty, Jesse Chance

Public: Jamila Khan

The meeting of the Town of Esopus Library Board of Trustees was called to order by President, Larry Decker at 6:00 p.m.

II. APPROVAL OF MEETING MINUTES

Written minutes for the August monthly Board Meeting held on August 28, 2024 was submitted and open for review. A motion to accept the minutes of the August monthly Board meeting held on August 28, 2024 was made by Don Carragher and seconded by Martha Farrell.

AYE: 8; NO: 0; ABSTAIN: 0

Board Members Excused:

Board Members Absent:

III. Presidents Word – Larry Decker

Larry mentioned that there will be date changes for the November and December meetings

The Tugboat festival is October 5th from 1pm to 4pm. Larry went to the Climate for Partners Action. He found it interesting.

IV. Public Comment - No comments

V. TREASURER'S REPORT/FINANCE –Elaine Jaffe

Written report was submitted. Elaine Jaffe reviewed the Finance Committee meeting minutes and presented the resolution listed below.

- **Resolution #46 of 2024 (Payment of August Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from August 1, 2024 to August 31, 2024 for items in the amount of \$28,366.15. A motion to accept the resolution was made by Allen Olsen and seconded by Don Carragher.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused:

Board Members Absent:

VI. DIRECTOR'S REPORT – Jesse Chance

Written reports were submitted from the Director, the Circulation and Programming Manager and the Adult and Teen Programmer. Jesse asked if anyone had any questions regarding the reports. Laura Petit offered to help with the grant writing. No change in the status of the Elevator. Phase 1 of the Solar project is winding down. They are discussing adding an EV charging station to the solar project. Shannon Powell has submitted her resignation effective 10/4/24. They will be looking for a new Children's Programmer.

VII. FRIENDS – Elaine Rylance

Saturday there will be a poetry reading during the book sale.

VIII. COMMITTEE REPORTS

- **Buildings and Grounds – Stephen Lewis**
Written report was submitted. Steve Lewis reviewed the meeting minutes. Next meeting is scheduled for October 7th.
- **Governance and Personnel – Martha Farrell**
Written report submitted. Martha Farrell reviewed the meeting minutes. Martha noted that it is time to review and discuss the Director Evaluation forms. G&P need to review and tally the evaluations. This tally will be reviewed by the entire board in executive session. G&P will need to discuss with Finance any salary changes.
 - **Resolution #47 of 2024 (Personnel Actions - M. Genter and S. Powell):** The Board of Trustees of the Town of Esopus Library agrees to the personnel action's resolution. A motion to accept the resolution was made by Elaine Rylance and seconded by Elaine Jaffe.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:
- **Sustainability, Research and Development - Don Carragher**
Written report submitted. Don reviewed the meeting minutes. They focused on the Facilities Manual that was a Trustee guide to general maintenance.

IX. Trustee Training

Trustee Training has been taking place at online sessions. There was a Policy 101 training session at the Town of Esopus Library on Monday, September 23, 2024. It is necessary to register online in order to get credit for taking any training. (Each Trustee must complete 2 hours of training each year). Go to the calendar page on MHLS.org to register.

Don Carragher made a motion to go into executive session at 6:39 pm and Elaine Jaffee seconded. The executive session ended at 6:50 pm. Elaine Jaffe made a motion to close executive session and Don Carragher seconded.

X. ADJOURNMENT

There being no further business or discussion, Elaine Jaffe made a motion to adjourn and it was seconded by Elaine Rylance. The meeting was adjourned at 6:52 p.m.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused:

Board Members Absent:

Prepared by M. Garraty, Secretary to the Town of Esopus Library Board of Trustees

Director's Report October, 2024

Ongoing and/or Completed Business:

Elevator Issues: We are stuck waiting on Carl Bell to fit us into his schedule. I have followed up each and every week and been told that he hasn't forgotten us; he's just that busy.

Emergency Preparedness: On September 20th we had a visit from members of the Ulster County Sheriff's Department as well as the Chief of the Port Ewen Fire Department as they conducted a thorough review of our building and grounds with an eye toward emergency preparedness and threat assessment. Deputy Kyle Frano returned their findings on 10/20 and the good news is that other than updating emergency exit maps and creating a numbering system for our windows there were no deficiencies in need of improvement. Now we will need to work out a day that works for the schedules of the Sheriffs, Fire Department and Library to hold a series of workshops and drills. We will be closing the Library for that day.

Solar Power Array Upgrade Project: We are wrapping up Phase 1 of this project which consisted of assessing the existing system and developing scenarios (with cost estimates from qualified engineers) that satisfy the requirements of the grant Esopus Library received from the NY State Department of Library Development for this solar upgrade, etc. Dan Menter, our project manager, has offered three scenarios which will be presented at the Board Meeting. All three of them are simply different approaches to getting our Solar Power Array up to 100-110% of our energy needs with a battery system on the premises that eliminates the need for a large propane powered generator.

Fall Clean-up of 'Weed' trees and Decorative Grasses: This season as part of our usual fall clean-up I gave permission to Tom Cuff to remove the black walnut saplings and other so called weed trees from around the pond as well as to cut back the ornamental grasses that had been allowed to over-grow the fence around the pond. The grasses will grow back just fine this spring, but there's no denying that it was startling transition.

Children's Program Coordinator Search: Ulster County Civil Service took almost three weeks to get back to me, but on 10/16 they let me know that because the test hasn't been offered for this position in quite some time, there in fact is no list that I need to consult. I am now free to hire the right candidate provisionally. I have been interviewing applicants all along and Fox and I are in the midst of second interviews this week. A decision will be made on 10/25 after the final two 2nd interviews.

Children's Programming in the Meantime: Shannon left a big hole in our staff when she moved on, but this team is doing a great job picking up the slack while I search for a replacement. Janet has done most of the Wednesday story times and I survived reading and singing to a large group of infants and toddlers. Heck, I even managed to have some fun playing with legos and leading some kids in destroying , ehem, I mean altering Barby Dolls to look like zombies. We will all breathe a sigh of relief when a new children's program coordinator is in place, but we are keeping things going in the meantime.

Post Library Book Sale Thoughts: The sale went terrific although we could have used a bit more help with the break-down. One thing I heard from several patrons afterward was how much of a shame it was that we toss so many books in the dumpster. At the most recent Friends meeting I suggested that we construct some kind of free book rack out under the deck and the idea was well received. I hope that the Buildings and Grounds Committee will help me come up with a plan and a shopping list that I can come back to them with next month.

Upcoming:

Second Shed Platform: This task is dragging on longer than it should, but we will get it done before the ground freezes. Schedules and weather have just not been cooperating.

Ecological Restoration Grant: Elaine Jaffe and I are working with the Esopus Environmental Board to apply for funding to transform parts of our grounds by replacing invasive species with native flora and pollinator friendly plantings.

Continuing Education and Community Outreach:

Project Management Workshop at MHLS: Although I learned a lot and feel much better prepared to oversee a regular construction project, sitting through this workshop reassured me that we definitely need a project manager for our solar project. There are simply too many rules and regulations, jargon, and industry standards for a layperson to get up to speed on in any meaningful way.

211 Info Session on Zoom: This was a very informative workshop. While I had been aware that one can call 211 to get information about resources and community organizations, I had not known just how comprehensive the help is. They connect people to groups and organizations that can help find help with job searches, substance abuse issues, mental health issues, financial issues, homelessness. You name it, they have a resource.

MHLS 65th Annual Membership Meeting: Because I see maintaining good relations with my fellow library directors and the Mid-Hudson Library System as an integral part of my

duties, I attend these functions when possible. This one is at the Wallace Center in Hyde Park and the speaker will be Library Journal's Librarian of the Year Lisa Varga.

Trunk-r-Treat at Town Hall: Finally for this month, once again we have agreed to take part in the Town of Esopus Trunk-r-Treat event at the Town Hall on Saturday, 10/26 from 1:30 to 3:30PM. We are working on a Ghost Busters theme and we hope to see you there. Last year was a lot of fun and this year the weather might even cooperate!

Respectfully submitted,
Jesse Chance, Director



Teen and Adult Programming Report - October

- **Happy fall!** Our September numbers closed out at 263 patrons, a steady increase from August's 248, among them, 20 teenagers.

October attendance to date: 212 patrons as of 10/17/2024. This is a substantial increase from attendance mid-month compared to September and August (156 patrons each mid-month)

- **Adult Programming**

Ongoing Groups Once again, our ongoing groups continue to be the backbone of our programming, comprised of our **Afternoon** and **Reader's Choice Book Club**, the **Esopus Artists Group**, the **Ulster County Photo Club**, our **Needlework Circle** and our **Mah-jongg Group**. Our groups are to be commended for their flexibility and generosity; **Mah-jongg** was easygoing about shifting their meeting time a half-hour later to accommodate **Chair Yoga's** closing meditation, and our **Needleworkers** filled an empty gallery space this month.

Our success in hosting these groups occasionally has raised space concerns, and I've been brainstorming with Jesse how best to accommodate everyone through our more challenging winter months. Expect to see a greater shift toward using the teen room for (gasp!) teen programming.

- **Duck Pond Gallery** Our **Needlework Circle** colorfully filled the gallery in October, filling in for an artist who had to reschedule for 2025. Our gallery calendar is currently full through May of 2025, as word seems to be spreading among local artists. I'd love to host a greater diversity of artists in the future – please send local artists my way!

One Needleworker is offering puzzles of the library for sale as a fundraiser this month, profits donated right back to the library

- **Body series** A very successful six-week session of **Chair Yoga** just concluded, with high attendance throughout the series and boisterous demands to have Kathy Schneider back. She'll be returning in February, as requests for other types of movement classes have likewise been high. Next month we'll be seeing both **Zumba** and more **Acupressure & Self-Massage**; Erin Reilly

will return with a longer **Acupressure & Self-Massage** series in January, when the stars and the Chinese calendar are, I'm told, in proper alignment.

- **Classes, readings, and workshops** Most of our classes and workshops in October will fall at the tail end of the month. **Jessica Williams** will present a class on **Bewitching Brooms** and artist **Tara Platania** will host a **Cocoa 'n' Canvas** event; both are already full, with long wait-lists, so I've gotten them back on the schedule for November and December, respectively. **Alex Prizgintas** will present a cello concert on the British Invasion, and SUNY New Paltz professor and author **Kristopher Jansma** will be doing a talk on his book **REVISIONARIES**, which tracks the early and flawed works of great writers. No comment on the work of one such great writer, Fox North, whose hasty first draft you might notice on the marquee outside. They left it up for laughs, but to their surprise, patrons have so far failed to take notice.
- **National Coming Out Day Event** Our National Coming Out Day Event, generously grant funded by a DEI Mini-grant from the Mid-Hudson Library System, was a smashing success. Musician and music therapist **TheyLoveThem** wrangled the mic for 20 age- and gender-diverse patrons. Thank you to the board members who came out in support! This seems to be an event from which many lovely things will spring forth; there was immediate demand for more open mics, so expect to see those on the calendar in November and December, headlined by musicians **Nova Darkstar and Their Invisible Band** and **Poroyé**. We were also approached by a parent about providing a home for an LGBTQ+ tween group who had previously been turned away from other spaces; we're happy to give these patrons, who we already know from attendance at many library children's events, a new home. My hope is to work with this parent, and individually, to seek out grants to support an increasing diversity of programming.

- **Teen Programming**

- **Classes, Readings, and Workshops** Believe it or not, we continue to see packs of wild teenagers roaming our very own library. Our **Dungeons & Dragons & Pizza** groups for teens and tweens, hosted by another local parent, has been wildly successful thus far. The group of 10 adventurers (my daughter among them) have finished building their character sheets and are excited to begin an ongoing campaign, which will continue into the winter. If you see my child, please ask her about Hope Ravenstar's tragic backstory; it's really quite moving. **Babysitting 101** and **Junk Journaling** with Michele D. from the Kingston Y round out the October calendar for teens. If there's any doubt the difference our programming makes at the library, please refer to the following letter, shared with me by a parent after local author **Dan Poblocki's** late September author event:

“If you speak to Mr. Poblocki in the near future, please express my utmost gratitude. My daughter struggles with anxiety and is never one to speak up much, she absolutely hates when attention is on her. The fact that she shared what she wrote last night completely shocked and thrilled me! And she came home ready to write more! It means more than anyone could ever know!

I am grateful to the library for all of the great programs you have! I currently homeschool my daughter because of her anxiety and the programs are perfect for this!

My sincerest thanks!!!!”

- **Teen Room updates** With success comes challenges. As mentioned, this month and next I'll be shifting more of our teen programming into the teen room proper. I also hope to build a small vinyl listening station with a donated bean bag chair and portable record player. If anyone has *any* idea what the teens are listening to these days, please save me. I also hope to reach out to some of our homeschooling parents to see if someone might be willing to step up to lead our established homeschool hang-out. It's important to retain our current population of teens, but programmer energy, particularly in absence of a children's programmer, remains a finite resource.

Respectfully submitted, your faithful (though slightly exhausted) Teen & Adult Programmer,
Fox North

Buildings and Grounds Committee Meeting Minutes

Oct 7, 2024

In attendance: Laura Petit, Don Carragher, Jesse Chance, Larry Decker, Elaine Jaffe and Steve Lewis

Absent: Allen Olsen

This meeting was largely comprised of a zoom call with Dan Menter from LaBella Associates in which we reviewed three options addressing upgrades to our current solar array.

There was some confusion stemming from a section of the drawing which featured a solar array that was not itemized in any of the bids. Once this was established, the committee developed a clearer understanding of our options going forward; however, several questions still remain.

It is my understanding that both Buildings and Grounds Committee and Sustainable, Research and Development Committee will present the Board of Trustees with a detailed presentation in the near future.

Onward!

Steve

The next Building and Grounds Committee Meeting is scheduled for November 4, 2024 at 4:00 pm

FINANCE COMMITTEE MINUTES – October 9, 2024

ATTENDING: Elaine Jaffe, Treasurer; Jesse Chance, Library Director

ABSENT: Allen Olsen, Laura Pettit

We reviewed the September expenses in the amount of \$15,210.13

We reviewed the Profit & Loss statement and discussed upcoming budget process.

Allen submitted information about banks for a 3rd and possibility 4th choice so that no bank has more than \$250,000 in Library funds. We reviewed the grant giving potential for each bank.

Submitted by Elaine Jaffe

Next meeting: Thursday, November 7, 2024 at 5 pm.

Governance and Personnel Committee Meeting Minutes

October 8, 2024

Present: Jesse Chance, Elaine Rylance, Larry Decker, Martha Farrell

The committee reviewed the first eight policies in the Personnel Policy Manual that were in need of review as they had not been looked at in many years. Minor revisions were made.

The Committee then went into executive session to review the Director evaluation forms.

Submitted by Martha Farrell

The next Governance and Personnel Committee Meeting is scheduled for 11/5/24 at 4:00 pm

Town of Esopus Library
Sustainability, Research & Development Committee Meeting Minutes

Attending: Jesse Chance, Larry Decker, Steve Lewis and Don Carragher.

Excused: Martha Farrell.

The B&G Committee had a special presentation on Monday for the power construction work. The different elements of each option were again reviewed with all individual steps and costs evaluated. Some elements are preferred and others are not appropriate for our goals and in keeping with our environmental and sustainable history.

Some proposals will need to be relocated if underground facilities do not conflict. Jesse will prepare a summary of both committees' summaries.

Respectfully submitted,
Don Carragher,

The next Sustainability, Research and Development Committee is scheduled for 11/6/24 at 4:00 pm

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 48 OF 2024

Payment of Claims
September 1, 2024 to September 30, 2024

WHEREAS, the total of all claims for payment, excluding wages and taxes, from September 1, 2024 to September 30, 2024 is \$15,210.13.

WHEREAS, the Board has agreed to purchase all goods and services

WHEREAS, funds from the operating budget will be used to pay these claims


RESOLVED, the Board of Trustees of the Town of Esopus Library accepts and approves the payment of these September 1, 2024 to September 30, 2024 items in the amount of \$15,210.13.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Martha Panell Seconded: Elaine Ryland

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 1 Absent: 1

Approved by the Board this Wednesday, October 30, 2024

Approving Signature: 
Larry Decker, Board President

10:08 AM
10/03/24
Accrual Basis

Town of Esopus Library
Check Listing
As of September 30, 2024

Type	Date	Num	Name	Memo	Clr	Split	Credit
Checking/Savings							
2020 Bank of GC Checking 6086							
Check	09/18/2024	4929	The Atlantic			A7410.413 Magazines	89.99
Check	09/18/2024	EFTSEP16	CDPHP		*	A7410.800 Health & Maj. Med.	2,511.75
Check	09/04/2024	4909	Jessica Williams	V24-0416	*	Adult Programs	250.00
Check	09/04/2024	4910	Eastern VSP, Inc.	V24-0417		A7410.800 Health & Maj. Med.	89.04
Check	09/04/2024	4911	Matthew Holm	V24-0418		Childrens Programs	200.00
Check	09/04/2024	4912	Deborah McMenemy - Reimb.	V24-0427	*	A7410.800 Health & Maj. Med.	388.89
Check	09/04/2024	4913	Liberty Security System	V24-0428	*	A7410.452 Security System	76.00
Check	09/04/2024	4914	WZ Accountants	V24-0429	*	A7410.437 Accountant	600.00
Check	09/04/2024	4915	Binnewater Ice Co.	V24-0430	*	A7410.452 Water & Sewer	42.60
Check	09/04/2024	4916	T-Mobile	V24-0431	*	A7410.419 Internet	180.60
Check	09/04/2024	4917	Amazon	V24-0432	*	-SPLIT-	139.10
Check	09/04/2024	4918	Midwest Tape - Hoopla	V24-0433	*	A7410.412 E-Content	638.80
Check	09/18/2024	4919	Ingram Library Services	V24-0434	*	A7410.410 Adult Large Print	119.19
Check	09/18/2024	4920	Ingram Library Services	V24-0435	*	A7410.412 Adult Books - CD	21.99
Check	09/18/2024	4921	Ingram Library Services	V24-0436	*	-SPLIT-	115.14
Check	09/18/2024	4922	Kathryn Schneider	V24-0437		Adult Programs	225.00
Check	09/18/2024	4923	Nutty Scientists Hudson Valley	V24-0438		Childrens Programs	225.00
Check	09/18/2024	4924	Jerrice Baptiste	V24-0439		Adult Programs	200.00
Check	09/18/2024	4925	Sam Rebelein	V24-0440	*	Adult Programs	200.00
Check	09/18/2024	4926	Michelle Diamanti	V24-0441		Teen Programs	250.00
Check	09/18/2024	4927	Dan Poblocki	V24-0442		Teen Programs	250.00
Check	09/18/2024	4928	National Business Technologies	V24-0443	*	A7410.2439 Printer/Copier	234.04
Check	09/18/2024	4930	Spectrum Enterprise	V24-0445	*	-SPLIT-	272.97
Check	09/18/2024	4931	Royal Carling Service Co	V24-0446	*	A7410.452 Trash	144.66
Check	09/18/2024	4932	Mid-Hudson Library System	V24-0447	*	A7410.412 E-Content	440.00
Check	09/18/2024	4933	Friends of the Town of Esopus Library	V24-0448 EXCH	*	A9855 Friends Exp. Exchange	219.75
Check	09/18/2024	4934	Amazon	V24-0450	*	A7410.412 Adult Music - CD	42.94
Check	09/18/2024	4935	Central Hudson	V24-0451	*	A7410.452 Electric	801.29
Check	09/18/2024	4936	Love Them	V24-0452		Teen Programs	500.00
Check	09/18/2024	4208	Ulster County Library Association	V24-0453		Ask My Accountant	20.00
Check	09/18/2024	4209	Ulster County Library Association	V24-0453		Ask My Accountant	120.00
Check	09/18/2024	4937	Ingram Library Services	V24-0454	*	A7410.410 Adult Large Print	29.23
Check	09/18/2024	4938	Ingram Library Services	V24-0455	*	A7410.410 Juvenile Fiction	42.44
Check	09/18/2024	4939	Ingram Library Services	V24-0456	*	A7410.410 Juvenile Fiction	162.07
Check	09/18/2024	4940	Visa	V24-0457	*	-SPLIT-	238.90
Check	09/30/2024	4943	Solar Liberty Energy Systems Inc	V24-0458		Ask My Accountant	650.00
Check	09/18/2024	4941	OverDrive, Inc.	V24-0459	*	A7410.412 Adult Books - E-books	650.00
Check	09/18/2024	4942	OverDrive, Inc.	V24-0460	*	A7410.412 Adult Books - E-books	127.49
Check	09/30/2024	4944	Ingram Library Services	V24-0461		A7410.410 Adult Fiction	511.62
Check	09/30/2024	4945	Ingram Library Services	V24-0462		A7410.410 Adult Large Print	70.40
Check	09/30/2024	4946	Eastern VSP, Inc.	V24-0463		A7410.410 Adult Large Print	110.15
Check	09/30/2024	4947	Ingram Library Services	V24-0464		A7410.800 Health & Maj. Med.	89.04
Check	09/30/2024	4948	Mid-Hudson Discovery Museum	V24-0465		A7410.410 Adult Non-Fiction	205.96
Check	09/30/2024	4949	Mid-Hudson Discovery Museum	V24-0466		Childrens Programs	150.00
Check	09/30/2024	4950	Friends of the Town of Esopus Library	V24-0467 EXCH		Childrens Programs	285.00
Check	09/30/2024	EFTSept2024	Wage Works - Admin	V24-0468	*	A9855 Friends Exp. Exchange	142.25
						A7410.800 Health & Maj. Med.	36.00

10:08 AM

10/03/24

Accrual Basis

Town of Esopus Library
Check Listing
As of September 30, 2024

Type	Date	Num	Name	Memo	Clr	Split	Credit
Check	09/30/2024	EFTSept2024	Wage Works - Care Card	V24-0469	*	A7410.800 Health & Maj. Med.	415.31
Check	09/30/2024	4951	Shamrock Cleaners	V24-0470		A7410.452 Cleaning Services	1,480.00
Check	09/30/2024	4952	Kris Jansma	V24-0471		Adult Programs	250.00
Check	09/30/2024	4953	Michele Diamanti	V24-0472		Teen Programs	450.00
Check	09/30/2024	4954	Alex Prizgintas	V24-0473		Adult Programs	175.00
Check	09/30/2024	4955	Amazon	V24-0474		-SPLIT-	58.99
Check	09/30/2024	4956	Amazon	V24-0475		A7410.232 Hardware	143.98
Check	09/30/2024	4957	National Business Technologies.	V24-0476		A7410.2439 Printer/Copier	124.56
Total 2020 Bank of GC Checking 6086							15,572.13
Total A0200 Cash Operating Fund							15,572.13
Total Checking/Savings							15,572.13
TOTAL							15,572.13

Friends - 362.00
\$15,210.13

Year Sept 2024

Town of Esopus Library
Voucher Log

Page 1 of 2

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V24-0427	Daberah Mc Menemy	Receipts	9/3/24	[Signature]	388.89
V24-0428	Liberty Security Solutions	1757	9/3/24	[Signature]	76.00
V24-0429	WZ Accountdnt's	1568	9/3/24	[Signature]	600.00
V24-0430	Binebucta	2544	9/3/24	[Signature]	42.60
V24-0431	T-Mobile/6 Hot Spots	Bill	9/3/24	[Signature]	180.60
V24-0432	Amazon	Multi	9/3/24	[Signature]	139.10
V24-0433	Midwest Tape/Hoopla	4920	9/3/24	[Signature]	638.80
V24-0434	Ingaram	Multi	9/3/24	[Signature]	119.19
V24-0435	Ingaram	8848	9/7/24	[Signature]	21.99
V24-0436	Ingaram	Multi	9/7/24	[Signature]	115.14
V24-0437	Kathryn Schneider	704	9/7/24	[Signature]	240.00
V24-0438	Muffy Sorenstists Hudson Valley	704	9/7/24	[Signature]	225.00
V24-0439	Devica Baptiste	704	9/7/24	[Signature]	200.00
V24-0440	Sam Rebelein	704	9/7/24	[Signature]	200.00
V24-0441	Michèle Diamanti	704	9/7/24	[Signature]	252.00
V24-0442	Dan Poblacki	704	9/7/24	[Signature]	250.00
V24-0443	National Bus Tech - Zone	7635	9/7/24	[Signature]	234.04
V24-0444	The Atlantic	Renewal	9/7/24	[Signature]	89.99
V24-0445	Spectrum Enterprise	Bill	9/7/24	[Signature]	278.97
V24-0446	Royal Cathina	Bill	9/7/24	[Signature]	144.66
V24-0447	MHKS - MOVIE & TV	1975	9/7/24	[Signature]	440.00
V24-0448	Friends of Esopus Lib.	SPRITS	9/7/24	[Signature]	219.75
V24-0449	CDPHP	Bill	9/7/24	[Signature]	2511.75
V24-0450	Amazon	Multi	9/7/24	[Signature]	42.94
V24-0451	Central Hudson	Bill	9/7/24	[Signature]	801.29

Year Sept 2024

Town of Esopus Library
Voucher Log

Page 2 of 2

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V24-0452	Love Them/program	LOA	7/17/24	[Signature]	500.00
V24-0453	UCLA - Bifurcate	Receipt	5/17/24	[Signature]	140.00
V24-0454	Program	5961	9/17/24	[Signature]	29.23
V24-0455	Program	5085	9/17/24	[Signature]	42.44
V24-0456	Program	MULTI	9/17/24	[Signature]	162.07
V24-0457	Visa	Bill	7/17/24	[Signature]	238.90
V24-0458	Solar Liberty	11924	10/2/24	[Signature]	650.00
V24-0459	Over Drive	9592	9/17/24	[Signature]	127.49
V24-0460	Over Drive	2826	9/17/24	[Signature]	511.62
V24-0461	Program	MULTI	10/2/24	[Signature]	70.40
V24-0462	Program	MULTI	10/2/24	[Signature]	110.15
V24-0463	ISP Vision	Bill	10/2/24	[Signature]	89.04
V24-0464	Program	MULTI	10/2/24	[Signature]	205.96
V24-0465	Mid-Hudson Discovery Museum	For Dep.	10/2/24	[Signature]	150.00
V24-0466	Mid-Hudson Discovery Museum	For Dep.	10/2/24	[Signature]	285.00
V24-0467	Friends of the Library	Spacet	10/2/24	[Signature]	142.25
V24-0468	Wage Works Admin	1204	10/2/24	[Signature]	36.00
V24-0469	Wage Works Card	MULTI	10/2/24	[Signature]	415.31
V24-0470	Shamrock Cleaners	MULTI	10/2/24	[Signature]	1480.00
V24-0471	Fris Tansima-Presort	LOA	10/2/24	[Signature]	250.00
V24-0472	Michelle Diamanti	LOA	10/2/24	[Signature]	450.00
V24-0473	Alex Prizgintas	LOA	10/2/24	[Signature]	175.00
V24-0474	Amazon	LOA	11/2/24	[Signature]	58.99
V24-0475	Amazon	MXFR	10/2/24	[Signature]	143.98
V24-0476	National Bus Tech-Coverage	5064	10/2/24	[Signature]	124.56

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 49 of Year 2024

LUKATIS DONATION

WHEREAS, Catherine E. Lukatis named the Esopus Library as a quarterly recipient of a portion of her trust's earned net income, to be used in an unrestricted manner

WHEREAS, this quarter the library's share is \$765.20


RESOLVED, the Board of Trustees of the Esopus Library accepts the quarterly share of income in the amount of \$765.20 from the Lukatis Trust into the operating funds for the library

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Martha Panell Seconded: Steve Lewis

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 1 Absent: 1

Approved by the Board this Wednesday, October 30, 2024

Approving Signature: 

Larry Decker, Board President

Resolution of the Board of the Town of Esopus Library

Resolution 51 of the Year 2024

Personnel Actions

Recommended By Director

Pending Personnel Action Detailed in table below.

Name/Number	Civil Service Title	Type of Action	Effective Date(s)	Salary
Charlotte Svetkey	Children's Programmer Coordinator	Hire	11/4/24	\$25.00 Hr.
	Library Assistant II			

Action Requested

MOVED that the Board of Trustees of the Town of Esopus Library District approve the personnel actions listed above.

Motion

Moved Elaine Jaffe

Seconded Elaine Rylance

Result of Action

In Favor 6

Against 0

Abstaining 0

Excused 1

Absent 1

Approved by the Board this Wednesday, October 30, 2024

Approving Signature: Larry Decker
Larry Decker, Board President

**RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
RESOLUTION 50 OF 2024**

SECTION 1.4 and 1.7 PERSONNEL POLICY UPDATE

WHEREAS, Section 1.4 and 1.7 Health Insurance of the Personnel Policy Manual needed review and updating.

WHEREAS, The Governance and Personnel Committee offers the attached changes to Section 1.4 and 1.7 of the Personnel Policy Manual.

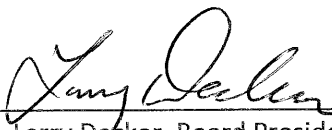
RESOLVED, the Board of Trustees of the Town of Esopus Library accepts the changes to Section 1.4 and 1.7 of the Personnel Policy Manual.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Taffe Seconded: Steve Lewis

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 1 Absent: 1

Approved by the Board this Wednesday October 30, 2024

Approving Signature: 
Larry Decker, Board President

1.4 RESPONSIBILITY FOR PERSONNEL ADMINISTRATION

While the Director is responsible for the day-to-day administration of Library personnel, the Board of Trustees via the Governance and Personnel Committee is responsible for overseeing the establishment, review and/or revision of the personnel policies. This will be done with the assistance of the Director, library staff and the entire Board of Trustees. This Personnel Manual serves as a guide for the Library in all personnel matters and may be amended only by a vote of the Board of Trustees.

Board of Trustees:

With regard to personnel issues, the Board of Trustees' responsibilities include the following:

- facilitating quality Board/staff relationships;
- maintaining qualifications and salary guidelines (i.e.: setting entry level wage) for staff members in accordance with recognized standards;
- drafting and reviewing personnel policies;
- consulting with the Library Director on issues relating to staff;
- ensuring that job descriptions for all staff are maintained;
- annually evaluating the work of the Library Director and discussing the results of said evaluation with the Trustees;
- ensuring the annual evaluations of the staff are conducted by the Library Director, and;
- assisting with conducting review and, if necessary, appeal hearings for all personnel.

Library Director:

The Library Director is accountable to the Board of Trustees. They have the responsibility for overseeing Library administration and operations, hiring, firing, supervising, assigning, and releasing employed staff, conducting annual performance reviews on the staff, and for administering the personnel policies. In performing these duties, the Director will consult with the Trustees (via Governance and Personnel Committee). The Director will report actions on staff appointments and terminations to the Board for review and Board notification/approval.

Revised by the Library Board of Trustees:

1.7 STAFF ORGANIZATION

The Library's programs and services determine the number and type of staff at the Library. The Library Director is the administrative head of the Library and all staff members are responsible to them. The Board of Trustees selects the Library Director, who is, in turn, responsible to the Board of Trustees.

Revised by the Library Board of Trustees: