

TOWN OF ESOPUS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
July 22, 2026

Board Members Present: Sharon Briden, Cindy Capraro, Don Carragher, Larry Decker, Laura Petit, Martha Farrell, Allen Olsen
Board Members Excused: Jamila Khan, Elaine Rylance
Board Members Absent:

Staff Present: Jesse Chance, Mary Garraty

Public: none

I. CALL TO ORDER

The meeting of the Town of Esopus Library Board of Trustees was called to order by President, Larry Decker at 6:04 p.m.

II. APPROVAL OF MEETING MINUTES

Written minutes for the June monthly Board Meeting held on June 24, 2026 was submitted and open for review. A motion to accept the minutes of the June monthly Board meeting held on June 24, 2026, was made by Martha Farrell and seconded by Allen Olsen.

AYE: 7; NAYS: 0; ABSTAIN: 0

Board Members Excused: Jamila Khan, Elaine Rylance
Board Members Absent:

Written minutes for the 2027 Budget Hearing held on June 24, 2026 was submitted and open for review. A motion to accept the minutes of the 2027 Budget Hearing held on June 24, 2026 was made by Allen Olsen and seconded by Cindy Capraro.

AYE: 7; NO: 0; ABSTAIN: 0

Board Members Excused: Jamila Khan, Elaine Rylance
Board Members Absent:

III. Presidents Word – Larry Decker

IV. Public Comment - None

V. TREASURER'S REPORT/FINANCE – Allen Olsen

Allen reviewed the Finance Committee Meeting minutes and presented the resolutions listed below.

- **Resolution #29 of 2026 (Payment of June Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from June 1, 2026 to June 30, 2026 for items in the amount of \$21,229.20. A motion to accept the resolution was made by Martha Farrell and seconded by Cindy Capraro.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Jamila Khan, Elaine Rylance

Board Members Absent:
- **Resolution #30 of 2026 (Lukatis Donation):** The Board of Trustees of the Town of Esopus Library accepts the quarterly share of income in the amount of \$642.13 from the Lukatis Trust into the 2026 operating funds for the Library. A motion to accept the resolution was made by Don Carragher and seconded by Martha Farrell.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Jamila Khan, Elaine Rylance

Board Members Absent:
- **Resolution #31 of 2026 (Acceptance of 2026 Arts and Culture Grant - All Out Open Mic):** The Board of Trustees of the Town of Esopus Library accepts this monetary donation from ARTS Mid-Hudson and approves the increase to the Programming Section of the 2026 Operating Budget and the 2027 Operating Budget. A motion to accept the resolution was made by Martha Farrell and seconded by Laura Petit.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Jamila Khan, Elaine Rylance

Board Members Absent:
- **Resolution #32 of 2025 (Health Benefits Plan for 2026-2027):** The Board of Trustees of the Town of Esopus Library accepts the recommendation of the Finance Committee to approve the CDPHP Silver Health Benefits Plan for 2026-2027 and authorizes Director, Jesse Chance, to sign the contracts for this plan. A motion to accept the resolution was made by Martha Farrell and seconded by Don Carragher.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Jamila Khan, Elaine Rylance

Board Members Absent:
- **Resolution #33 of 2026 (Amendment to 2027 Budget):** The Board of Trustees of the Town of Esopus Library authorizes the adjustments to the 2027 Budget. A motion to accept the resolution, as amended, was made by Cindy Capraro and seconded by Sharon Briden.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Jamila Khan, Elaine Rylance

Board Members Absent:

VI. DIRECTOR'S REPORT – Jesse Chance

Written reports were submitted from the Director, the Adult and Teen Programmer and the Children's Programmer. Jesse reviewed the Director's report. Sharon and Jesse marched with a banner in the Disability Awareness Parade held in Kingston, NY. The smoke alarm went off recently and it will be replaced next week. Charlotte has tendered her resignation. Her last day is scheduled for August 22nd and she will have to return her tuition reimbursement that she recently received.

The HVAC system has been limping along. Jesse has received quotes from TekCon for \$4163.10 to correct the situation. He also received a quote from American Heating and Cooling for \$2819.25. He asked for a resolution to accept American Heating and Cooling be created at the meeting so that the Board of Trustees could accept and approve the much needed HVAC repairs.

- **Resolution #34 of 2026 (HVAC System Repairs):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of funds to American Heating and Cooling for the HVAC repairs. A motion to accept the resolution was made by Allen Olsen and seconded by Cindy Capraro.
AYES: 7; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: Jamila Khan, Elaine Rylance
Board Members Absent:

VII. FRIENDS – Elaine Rylance

Friends did not meet in July.

VIII. COMMITTEE REPORTS

Buildings and Grounds – Laura Petit

Written report was submitted. Laura reviewed the committee meeting minutes.

Governance and Personnel – Martha Farrell

Written report was submitted. Martha reviewed the committee meeting minutes. The committee reviewed some policies and have asked for the Finance Committee to review and approve their proposed changes.

Sustainability, Research and Development – Sharon Briden

Written report was submitted. Sharon reviewed the committee meeting minutes. Jesse and Sharon spoke with Laura Cristi about the Sustainability Application. Sharon reviewed some upcoming events within the Esopus Community.

- September 19, 2026 – Town of Esopus Library “Cardapolusa”

- September 26, 2026 – Town of Esopus Annual Apple Festival and Town-wide yard sale
- December 5, 2026 – Town of Esopus Winter Wonderland Parade

Sharon also noted that with the additional apartment buildings being built in the Town of Esopus will bring additional people to the community and the Town of Esopus Library.

IX. Trustee Training

Cindy discussed all the upcoming training opportunities.

X. ADJOURNMENT

There being no further business or discussion, Don Carragher made a motion to adjourn and it was seconded by Cindy Capraro. The meeting was adjourned at 7:00 p.m.

AYES: 7, NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Jamila Khan, Elaine Rylance

Board Members Absent:

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

Director's Report

August 2026

As you know, I just returned from a much-needed vacation and, as always, I am grateful to come back to a Library that has continued to run smoothly in my absence. I am particularly grateful to the staff and Board members who keep things moving when I am away. It is one of the things I appreciate most about working here: I can actually step away for a little while knowing that things are in good hands.

COMPLETED OR ONGOING

HVAC Repairs: I am happy to report that Heat Pump #4 is back in good order. The replacement parts for Compressor #2 were installed while I was on vacation, and the HVAC system is now operating as it should.

Storm Water Management: A big thank you to Donald Carragher for spending some of his time clearing out the swale with his excavating machine. We await a delivery of gravel from Spinnenwebber to fill in the cleared swale and this aspect of storm water management for the Library is satisfied.

Solar Project: The permitting phase of this project is still underway. We were warned that this could take time and it is. I am assured that we are still on track for an autumn completion.

Children's Program Coordinator: With Charlotte leaving us this month and with clearance from Civil Service, I have hired Ellen to take over the Children's Programmer position. I am now looking for a part-time clerk to replace Ellen at the desk. That position will be \$18.50 per hour and limited to 17 hours per week.

Health Insurance Savings: I have also increased Marilyn's schedule from 29.5 to 30 hours per week, which makes her eligible for reimbursement of 90% of her Medicare costs. Although this does increase the amount that the Library is covering for her, that is more than offset by the fact that we will no longer be faced with covering health insurance for a Children's Programmer as well as paying 70% of Ellen's health insurance as a part-time clerk.

Community Garden: Our first community garden produce distribution was a success, particularly once the tie-dying program brought people into the Library. We distributed tomatoes, potatoes, corn, celery, cauliflower, and a great deal of fresh herbs. We are planning another distribution for August 27, and I am hopeful that we will continue to build awareness of the garden and its contribution to the community.

OUTREACH & COMMUNITY NEWS

The Ulster County Library Association has elected Ivy Gocker, Director of the Woodstock Public Library, as its new president. Ivy will be taking over from Katie Scott Childress, who is retiring. I want to thank Katie for her leadership and many years of work on behalf of libraries throughout Ulster County, and I look forward to working with Ivy in her new role.

The UCLA Annual Dinner will be held on Tuesday, September 8 at 6:00 PM at Kingston Nord, 63 North Front Street in Kingston. This year's dinner will be a buffet-style meal with vegetarian and vegan options, with dessert included. I hope some of our Trustees and staff will be able to attend. Please let me know ASAP if you are interested.

UPCOMING

We will begin work on our Sustainable Libraries Initiative certification and our Disaster Recovery Plan in September. Both projects will involve staff and Board participation, and I will have more to report as that work gets underway.

We are also continuing to explore what it would take to revive the Library's former Community Service Awards Dinner. At this point we are still gathering information about the history of the event, what it would take to bring it back, and whether it makes sense for the Library to do this as a fund raiser.

Respectfully submitted,

Jesse Chance
Director



Children's Programming Report - August 2026

July Review

July was full of fun summer reading programs and lots of excitement at the library. The end of July saw a special Saturday program: Paint by the Pond which again equipped our patrons, of all ages, with canvases, brushes, and paint! They made beautiful paintings both inspired by the pond and their own imaginations. This program had 16 participants. Regular programming continued apace with crafty Thursdays and "roar"some Fridays. One particularly fun Friday program was our Geodes and Dinosaur Egg program where kids got to excavate their own dinosaur from an egg. Then they joined me outside to pick their geode and watch me break it into sparkly pieces. Everyone seemed to have a bunch of fun (32 attendees)! Following that program we also had Friday program where we made Dinosaur Terrariums with 33 attendees. July wrapped up with 30 programs and 514 attendees.

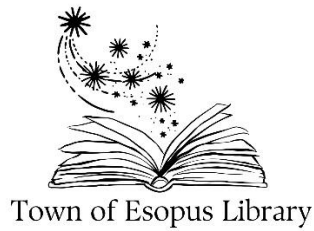
August so far

August has gone by remarkably quickly, filled with a lot of really fun programs! Some highlights include visiting the Read and Write summer program in Kingston where I did a storytime and craft with two groups of happy campers. At the library most recently we became slime scientists on Friday 8/7 which was a tremendous amount of fun and in my opinion not as messy as it could have been - a win! This program had 24 people in attendance. Just the day before, we got crafty with Fairy Houses but made them for Dinosaurs (to stay on our summer reading theme). This program had 24 attendees.

August upcoming/Wrapping up SRP /My time at the library

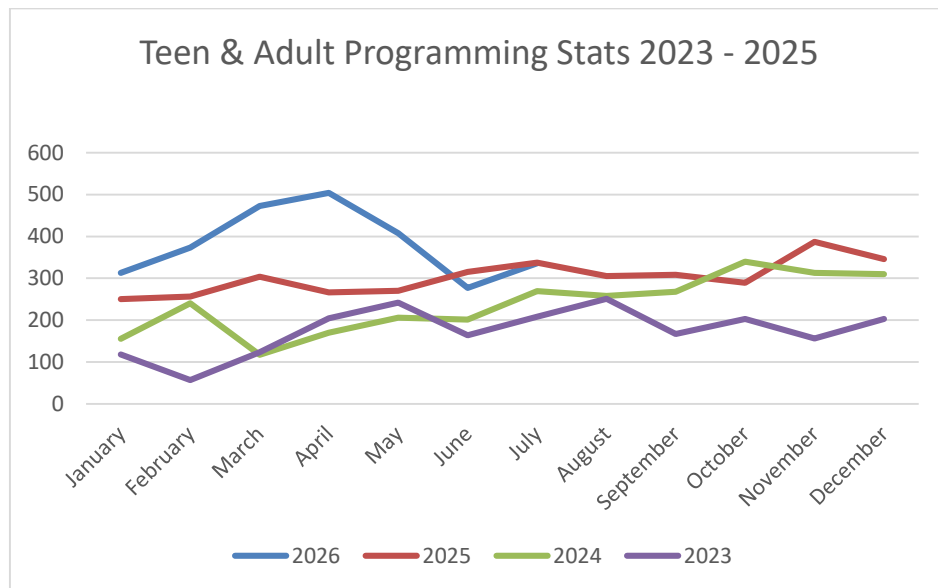
As August slowly creeps to its end, my time as Children's Programmer at the Esopus Library will also be coming to an end. It has been a remarkably lovely experience working here. I will miss meeting such wonderful patrons and getting to work with a team of co-workers who could not have been better. I will always look back at my time here fondly as I move on to a new role. I will also be back to pick up holds and attend programs too :) My final day will be Saturday, August 22nd which is when we will also be hosting our summer reading finale with a performance from the Nutty Scientists at 11am. Until then weekly programs will continue with Tie Dye on Thursday, August 13th, Dino Cookie Decorating on the 14th, and then a fabulous T-Rex Tea Party on the 21st! August so far has seen 9 programs with 148 attendees. Our Summer Reading program will also end on the 22nd with Raffle Winners being contacted that afternoon. So far we have had 52 Independent Readers register and 52 Co-Readers.

My Warmest Regards,
Charlotte



Programming & Engagement Manager's Report – August

	Final July	August Numbers To-Date (8/17)
Teen	70 (6 programs)	29 (3 programs)
Adult	266 (25 programs)	148 (12 programs)



As you can see, we've nicely rebounded from our June low (when our teen programs were on hiatus); our numbers are exactly in line with last July's numbers!

Adult Programming Highlights

- Workshops, lectures, and special classes: This month will see the final concert in our grant-support showcase series. Called **A Night of Nostalgia**, we'll be featuring three nostalgia-tinged acts: **paleheap**, **Damian Ecco**, and library luminaries **Roger & Lenny**. They'll be covering songs from the 50s through the 90s, and I'll be serving egg creams again – the beverage of the summer!

Meanwhile, our **Burroughs Brunch Lecture Series** continues. **Nina Shengold** presented on her book *Reservoir Year: A Walker's Book of Days* to a lovely Saturday

- packed house. Next month will see the return of **Anthony Musso**, our inaugural Burroughs Brunch lecturer, for a talk held upstairs, during our annual Friends sale.
- Partnerships: On August 1st we hosted our very first **Red Cross Blood Drive**. Held during a blood crisis, I was so proud that 26 patrons – most of our staff among them – came out to donate. Most of us were only mildly lightheaded. At the end of the month, we're partnering with NYSERDA, the Experience Clean Heat team, and the Department of Things in Kingston for a **Screen-printing Workshop**.

Teen Programming Highlights

- Our **Club Wednesdays Programming Block** continues; we hosted a small, but successful writing workshop with author **EC Myers**. Our tween and teen writers were thrilled to get personalized feedback on their work! Meanwhile, a **DIY Body Scrub** workshop with **Holly Shelowitz** was full to the brim, as was another successful **Cupcake Decorating Workshop** with the lovely folks from **Little Loaf Bakeshop**.

Outreach, publicity, and other notes:

- Another successful appearance this month on **Radio Kingston** on mid-days with Julia; we talked eBook pricing and how it impacts local libraries. I'll continue to be featured on the first Thursday of the month at 10:20. Tune in!

Summer Reading

- We continue to unearth new readers! 62 adults and 26 teens have registered now registered for summer reading.

Respectfully submitted,

Fox North

Town of Esopus Library

Building and Grounds Committee Meeting Minutes

Date: Monday, August 10, 2026

Location: Town of Esopus Library

Call to Order: 4:10 PM

Attendance

- Don Carragher
- Sharon Bryden
- Laura Petit
- Jesse Chance, Library Director

Agenda Item: Solar Installation Updates

Jesse Chance provided an update on the solar installation process. Greenpoint Solar and Electric has contacted Central Hudson Gas & Electric regarding the Library's application. Jesse expressed confidence that the solar installation will be completed between September and October 2026.

Sharon mentioned that Assemblymember Sarahana Shrestha had secured \$180,000 for the Gardiner Library's rooftop solar project. She also noted that the Gardiner Library Director has an application on his phone that monitors the production of each individual solar panel.

Greenpoint Solar and Electric is also assisting the Library with obtaining solar credits.

Library Director's Report

Jesse reported that the repair work by American Heating and Cooling has been completed.

The first produce distribution to the Port Ewen community is scheduled for Thursday, August 13.

The Committee discussed the \$50,000 donation received from an anonymous donor. The stipulations of the donation permit the purchase of a canister vacuum cleaner, up to a cost of \$1,800. Jesse will reach out to Miley/Mile, as well as Earl B. Fine, regarding this matter.

Library staff will be looking at new chairs available through Staples.

On August 17, Kevin Roberts of Roberts Roofing will visit the Library to inspect the gutters in connection with the water collection project.

Jesse reported that Fox North will be requesting an extension of the grant for the Children's Garden outdoor programming.

Jesse is also awaiting an update from Freddy Drake regarding repairs to the sidewalk completed late last year. Mr. Drake has contacted the cement company, and the company will replace the defective cement.

Agenda Item: Facilities Plan

The Committee agreed to move forward with the revised Facilities Plan provided by Jesse.

Laura will prepare a spreadsheet to accompany the plan. The spreadsheet will include the installation date and expected life expectancy of equipment and building components to assist with future budget planning.

The Committee also discussed the need for a Facilities Maintenance Plan to be attached to the overall Facilities Plan.

There was discussion regarding possible future facility expansion. The Committee noted that a feasibility study would be required before moving forward with an expansion project.

Trustee Orientation and Training

The Committee discussed trustee orientation and training requirements. Don suggested that, given the Library's consideration of future building expansion, trustee orientation should include financial training in addition to conflict-of-interest and sexual-harassment training.

Agenda Item: MS4

Don discussed plans for removing silt from the swale and catch basin. He explained that he has made an extension to assist with the work.

Don also stated that, when the weather cools down and there is a period without rain, he will repaint the parking lot stripes.

Adjourn

Town of Esopus Library

Finance Committee Meeting – August 17, 2026 @ 6:32 pm

Minutes

1. Approved July 2026 payments of \$22,297.06 (\$23,381.18 – 505.00 – 579.12)
2. Reviewed July 2026 financials.
3. The Director at the July meeting offered changes to the Claims Audit Policy, the Credit Card/Financial Tools Policy, and the Purchasing/Procurement Policy. The Committee members will discuss these policies at the September meeting. The Director also reported a 7% increase in insurance premiums in the latest renewal.
4. Other issues of interest to the Committee.
5. The meeting adjourned at 6:57 pm.

Submitted,

Allen Olsen

SRD Minutes

Town of Esopus Library

Sustainability, Research and Development Committee Minutes

Tues, August 11, 2026 at 4pm

Attended: Jesse Chance, Don Carragher, Larry Decker, Sharon Briden

Absent: Martha Farrell

MINUTES

COMMUNITY SERVICE AND ADVOCACY AWARDS CELEBRATION DINNER

Next steps

- Meet with Friends – August 19
- Form an ad hoc planning committee and chairperson
- Don has copies of past events along with supporting documents/forms to use as a starting point

GRANTS

- **Community Foundation Grant:** Focus on Mental Health/sensitivity training for staff to better service diverse patron population. Requesting: \$5000. Due: August 15, 2026

SUSTAINABILITY APPLICATION

Next Step: Jesse to set up meeting to complete application

Laura Crisci is available to act as mentor as needed

CISTERN:

Monday, Aug 17 @ noon - Kevin Roberts, Roberts Roofing, 845.541.7685 visit to give estimate

Press:

Radio Kingston - WKNY, 1490 AM & 107.9 FM

Reminder – Next segment with Fox North: **Thurs, Sept 3 at 10:15am**

Next Meeting: Tues, September 8 at 4pm

Submitted by: Sharon Briden