

Town of Esopus Library
July Board of Trustees Meeting
Wednesday, July 24, 2024

Agenda

Call to order	Larry Decker
Approval of June Board Meeting Minutes, Additional Board Meeting Minutes and Reorganizational 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	
Adjournment	

Resolutions:

2024-39 – Payment of June Claims

2024-40 – Acceptance of Friends Donation

2024-41 – Section 4.1 Personnel Policy Manual Update

TOWN OF ESOPUS LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

June 26, 2024

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

Board Members Excused:

Board Members Absent:

Staff Present: Mary Garraty, Jesse Chance, Shannon Powell

Public: Reggie Heffernan

Note: Allen Olsen is not sworn in yet, so he will not be listed as a trustee until such time.

The meeting of the Town of Esopus Library Board of Trustees was called to order by President, Larry Decker at 6:17 p.m.

II. APPROVAL OF MEETING MINUTES

Written minutes for the May monthly Board meeting held on May 22, 2024 was submitted and open for review. A motion to accept the minutes of the May monthly Board meeting held on May 22, 2024 was made by Don Carragher and seconded by Elaine Jaffe.

AYE: 8; NO: 0; ABSTAIN: 0

Board Members Excused:

Board Members Absent:

III. Presidents Word – Larry Decker

None at this time.

IV. Public Comment - None

V. TREASURER'S REPORT/FINANCE –Elaine Jaffe

Written report was submitted. Elaine Jaffe reviewed the Finance Committee meeting minutes and presented the following resolutions.

- **Resolution #34 of 2024 (Payment of May Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from May 1, 2024 to May 31, 2024 for items in the amount of \$23,222.64. A motion to accept the resolution was made by Elaine Rylance and seconded by Martha Farrell.

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 and from the Programming Manager. Jesse needs to file a new eRate application. We are adding a DNS filter to the website. Jesse is proposing a barbecue with staff, Friends and Board members on 8/25 from 2-4 pm at Freer Park

Shannon reviewed her report. Summer programming will begin soon along with the summer reading program (which starts July 1).

- **Resolution #37 of 2024 (Approval of Expenditures for Project Manager Phase One):**
The Board of Trustees of the Town of Esopus Library approves the expenditures for a project manager. A motion to accept the resolution as amended was made by Don Carragher and seconded by Steve Lewis.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:

VII. FRIENDS – Elaine Rylance

Friends presented a check to the Director for \$12,000. The book sale will take place on September 28 and 29th.

VIII. COMMITTEE REPORTS

- **Buildings and Grounds – Larry Decker**
Written report was submitted. Larry reviewed the meeting minutes.
Fence painting was completed. Discussions continue regarding the future of the channel marker.
- **Governance and Personnel – Don Carragher**
Written report submitted. Don reviewed the meeting minutes. The Social Media policy remains a work in progress.
 - **Resolution #36 of 2024 (Update to Section 3.5 of the Personnel Policy Manual):**
The Board of Trustees of the Town of Esopus Library accepts the changes to Section 3.5 of the Personnel Policy Manual. A motion to accept the resolution was made by Susan Barbarisi and seconded by Martha Farrell.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:

- **Resolution #38 of 2024 (Conflict of Interest Policy Update):** The Board of Trustees of the Town of Esopus Library accepts the changes to the Conflict of Interest Policy. A motion to accept the resolution was made by Elaine Rylance and seconded by Steve Lewis.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:
- **Sustainability, Research and Development** - Elaine Rylance
No meeting was held last month.

IX. Trustee Training

Trustee Training has been taking place at online sessions. Don discussed some upcoming training sessions. Trustee Essentials online training session is scheduled for September 5th.

X. ADJOURNMENT

There being no further business or discussion, Elaine Jaffe made a motion to adjourn and it was seconded by Steve Lewis. The meeting was adjourned at 7:06 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

Town of Esopus Library
Buildings and Grounds Committee Minutes
July 8, 2024

Attendance: Steve Lewis; chair, Larry Decker, Don Carragher, Jesse Chance, Laura Petit, Allen Olsen

Absent: Elaine Jaffe

As the new chair I proposed that we focused on four projects for the upcoming year. With Jesse's advice, we decided to tackle the following:

1. Repainting offices in the Library starting the week after school starts in September.
2. Build shelving units for the kitchen in early November.
3. Clear out both traffic islands this fall. Steve to call Dan's Excavating about a time frame and bid
4. Follow up with Tree Pros to remove Bradford pear trees and possibly have them mulched to use in the garden.
5. Don suggested shredding documents in the storage room to create more space. Don and Laura were going to investigate this. Possibly have a Community shred day.

The next meeting is scheduled for August 12th from 4:00 pm to 5:00 pm

I will provide paint chips in order for Jesse to decide on office colors for painting in Mid-September.

Respectfully,
Steve

**TOWN OF ESOPUS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
June 12, 2024**

Board Members Present: Reggie Heffernan, , Susan Barbarisi, , Stephen Lewis, Don Carragher, Larry Decker, Elaine Jaffe and Elaine Rylance

Board Members Excused: Nancy Beranek, Martha Farrell

Board Members Absent:

Staff Present: Mary Garraty

I. CALL TO ORDER –

The meeting of the Town of Esopus Library Board of Trustees was called to order by President Don Carragher at 6:05 p.m.

Elaine Rylance made a motion to go into executive session and Reggie Heffernan seconded.
At 6:05 pm

Don made a motion to go into executive session at 6:05 pm and Reggie Heffernan seconded.
The executive session ended at 6:30 pm. Elaine Jaffe made a motion to close executive session and Larry Decker seconded.

Don Carragher made a motion to extend the Director probationary period for an additional three months. No one seconded the motion. Therefore the Board has decided that the Director's probationary period is complete. The Director, Jesse Chance, will have an annual review at his 12-month anniversary.

X. ADJOURNMENT

There being no further business or discussion, Reggie Heffernan made a motion to adjourn and it was seconded by Stephen Lewis. The meeting was adjourned at 6:40 p.m.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Nancy Beranek, Martha Farrell

Board Members Absent:

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

Town of Esopus Library
Finance Committee Minutes
Meeting: Friday, July 12, 2024 at 4 pm

Attendance: Allen Olsen, Larry Decker, President; Jesse Chance, Director; Elaine Jaffe, Chair
Excused: Laura Pettit

The payment of claims for \$26,614.42 was reviewed and approved by the committee and a resolution for approval by the Board of Trustees will be presented to the Board at the July meeting.

The Profit & Loss Statement was reviewed.

Jesse explained the Health Insurance Policy was up for renewal in September and offered several options for better coverage. He will send options to the Committee for review to discuss at the August meeting.

We need to open additional bank accounts to keep the amount at any bank under the \$250,000 FIDA insured amount. Allen will review other bank rates for discussion at the August meeting.

We discussed exploring grant opportunities.

Respectfully submitted,
Elaine Jaffe, Treasurer

Next meeting is scheduled for Thursday, August 8, 2024 at 10 am.

Town of Esopus Library
Governance and Personnel Committee

Present: Martha Farrell, Elaine Rylance, Jesse Chance
Absent: Susan Barbarisi, Larry Decker

Staff and Board member participation in Summer Reading Drawing was discussed. It was decided that a separate drawing for Staff and Board members would be held to avoid the public perception of a conflict of interest should a Staff or Board member win. Shannon and Fox will decide which prizes will be available for this Staff/Board member drawing. A teen volunteer will be recruited to do the actual drawing.

Changes to the health insurance requirements for Staff was discussed. A resolution reflecting these changes will be presented at the next Board meeting

Respectfully Submitted,
Martha Farrell

The next Governance and Personnel Committee Meeting will be
August 13 2024 at 4 PM

Director's Report July, 2024

Ongoing and/or Completed Business:

Canopy for Patio: There is a new addition to the back patio that should extend and improve programming opportunities. The ten foot by twenty foot canopy will be taken down in the autumn and put back up in the spring.

Collection Reorganization: In an effort to fill up some of the empty shelves I found around the library when I started in September, I have been creating a separate Sci/Fi-Fantasy section as well as a Travel section. Not only does it fill empty shelves, it allows us ease the crampedness of the Fiction and Non-Fiction sections. The new travel section is up front by the magazines and newspapers and the Sci/Fi-Fantasy section is near the staff entrance.

DropBox Basic for Pros: After months of struggling with this problem, I finally got our DropBox plan changed to Basic Pro instead of the expensive Teams plan. Now instead of over \$700 a year, we pay \$199.99. It was a complicated thing to do because our billing account was associated with an old email address of the former director's while all staff were accessing DropBox via the Library's communityrel@esopuslibrary.org account. This made it so that the first time I attempted this plan change, all staff lost access to their stored files until I changed it back to Teams. This time when I switched us over I was able to make the communityrel account into the admin account. This switch had its own share of hiccups and bumps, but as far as I can tell, it's working.

E-Rate: As I reported last month, some misinformation from customer service had me operating under the impression that our E-Rate application for IT connectivity equipment would remain open until I was able to solicit at least one bid from a qualified company. I found out in June that that was not true. I was told that I should be able to apply again despite the deadline having been surpassed and then request a waiver from the FCC. This also turned out to be untrue. The application is not accessible and I must wait until the next cycle of applications begins next year. In the meantime, we were successful at applying for E-Rate discounts on our internet and discounted pricing will begin this month. Not only will our new internet bill be lower than what we were paying for a business account (\$159.99 per month as opposed to \$260), we will also be rebated 90% of that from the FCC. In other words, we will have paid \$15.99 per month for our internet when all is said and done.

Garden Sheds: The gardeners set up the second, smaller shed in a way that will work for them until this autumn when we will complete the construction of another level platform for it.

Insurance - Commercial Building Package (Utica): Our commercial package is going up 10% this year and they have raised the deductible to \$2,500.

Internet Filtering Software: Quite by accident I discovered that we have free access to CIPA compliant internet filtering from a company called CloudFlare. They offer this service free to little guys like us so that they can look good to the huge corporations that they make their money from. Lucky us because that saves us over \$900 per year.

Operating Permit: This was supposed to come last fall when we had the building inspection, but did not arrive until this month. Because of the delay, they gave us an extension to renew so we don't have to worry about this again until next spring.

Payroll Company: Our accounting firm grew tired of the difficulties and errors they were dealing with using our former payroll company so as of the beginning of the third quarter for this year they have switched us to ADP. Unlike the previous company, ADP has a good reputation for tracking Paid Time Off, Sick Time, and Vacation Days. We will test it out for a few months before we fully rely on that.

Project Manager: We now have a signed contract with LaBella Associates for the planning phase of our solar energy system rejuvenation and other energy efficiency improvements. I am working with Dan Menter, our point-person on this project, to schedule a kick-off meeting in the next few days.

Staff Bathroom Sink: There have been problems with the way the staff bathroom sink drains since before I came on board. Shannon actually priced out fixing it last summer but the estimate seemed high at ~\$400 so nothing was done at that time. It grew worse over the past couple of months until something had to be done because at times we had a sink with standing water in it draining excruciatingly slow. It turned out that drain pipe between the elbow under the sink and where it meets the bigger sewer line was pitched incorrectly and had to be replaced and re-aligned. A-Team Comfort Systems took care of it for us toward the end of June.

Technology: Thanks to a generous grant from NY State made possible by Representative Sarahana Shrestha, we are replacing our WiFi broadcasters as well as most of the public computers in the building.

- a. **New Access Points:** Two of our Aerohive access points (they used to be called routers) have become obsolete and they are slowing down our WiFi traffic considerably. I have ordered their replacements from MHLS at a cost of \$1650

- b. **New Computers:** I reported on the purchase of the new public computers last month and am happy to say that the 6 new mini-PCs that I bought to replace the adult public PCs have been formatted and deployed and they are working great.

Upcoming:

Employee Health Insurance (CDPHP): The new rates for this year are being made available. I have let the Finance Committee know that we will be hashing this one out next month.



Circulation & Programming Manager's Report - July

★ June Wrap Up:

- ◆ Overall attendance for June children's programming was 202 participants.

★ July

- ◆ Children's programming attendance mid-month for June is 161.
- ◆ On Friday, 7/5, Fox and I held a very successful Tie Dye Workshop, where patrons of all ages brought a cotton item to experiment with tie dye or bleach dye. It was a well-attended program combined with a science experiment, as we noticed how different cotton blends responded to the bleach dye and peroxide bath.
- ◆ Story Time has resumed, focusing on a different adventure theme every week. Thanks to the new shaded area on the back patio, I have been able to hold story time outside, though it still is quite hot! Our young patrons have also enjoyed watering the garden while snacking on cherry tomatoes and feeding the fish and turtles.
- ◆ On 7/8 I held a faux stained glass panel workshop. Kids really got creative on this, as they used a special paint blend (or sharpie) to decorate glass from a picture frame to display at home. We had a lot of interest for this program from all age groups, so Fox and I may attempt to collaborate on another session at another time.
- ◆ Summer Reading has been going in full swing! We have had 78 participants sign up by the ReadSquared App alone, and know that many more are opting to log by paper! We expect great numbers as we continue through these hot weeks.

★ Looking Ahead for July:

- ◆ I have a cat-a-pult program this afternoon (7/17), where kids and I will build launchers and launch squishy cats into "litter boxes". On Friday (7/19), I have a scratch art paper project, where we will learn how to blend colors and then make black paint that will be able to be scratched off to reveal a colorful design. On 7/20, Nutty Scientists of the Hudson Valley will be returning to do a demonstration on coding with Ozobots. On Monday 7/22 we have Brad Shur from Paper Heart Puppets coming to do a family puppet show. On 7/23 I will be hosting a Shark Tooth necklace workshop. On 7/30, Jill from UCSPCA will be coming with her "good citizen

dog, Rosie" to teach humane education to children. On 7/29, we will be making paper rockets to launch.

Apologies for the late submission! I was on vacation ♣

Respectfully Submitted,

A handwritten signature in cursive script that reads "Shannon". The signature is written in a dark, fluid ink.



Teen and Adult Programming Report - July

- **Hello!** I hope you're enjoying your summer so far! With the July 4th holiday, our **Ulster County Photo Club** holding their annual picnic at a local park, and many locals, including staff members and guest speakers, embarking on vacation early this month, we saw a slight dip in program attendance in early July from June (113 patrons vs 127) – but rest assured that we have a full teen and adult calendar for August.
- **Adult Programming**
Total attendance to date: 113 patrons
 - **Ongoing Groups** The library has continued to host several ongoing groups in the library's community room – our popular and long-running **Afternoon** and **Reader's Choice Book Club**, our virtual **Writer's Group**, the **Esopus Artists Group**, and our **Mah-jongg** group. We continue to hear of demand for beginner and alternative styles for Mah-jongg play; I've begun to research instructors who can assist in this. Our convivial **Needlework Circle** has returned and seems to grow in attendance each week; they've requested a spot in our Duck Pond Gallery for this autumn.
 - **Duck Pond Gallery and Body series** This July, our Duck Pond Gallery is hosting local photographer **Jeffrey Lewis**, who captures images of local eagles and other birds in a modest but powerful display. His opening was attended by 20 patrons and netted coverage in the Daily Freeman. At the end of this month, we'll invite patrons to paint by the pond and conclude the summer with a display of their works. We expect solid all-ages attendance at this event. Kathy Schneider will be hosting a **Chair Yoga** class in September, by popular demand, and Erin Reilly, whose **Acupressure & Self-Massage** workshop saw a solid 20 attendees at the end of last month, will be returning with another two classes.
 - **Classes, readings, and workshops** Shannon and I kicked off summer-reading with a co-planned tie-dye workshop with fantastic attendance, including 23 adult and teen attendees. In August, a number of all-ages and adult workshops and events will be offered: **Seed Saving with Jessica Williams**; **Fungi in the Forest with Luke Sarrantonio**; a presentation on her memoir, **Big Queer Nun**, with **Shane Phelan**; and a **Woodstock 55th Anniversary Concert with the Christine Spero Duo**. Local Horror Writer **Sam Rebelein** is on the docket for this fall, with a program that highlights his local inspirations, and

I'm contemplating dusting off my own MFA in poetry to present a 6-week poetry writing workshop.

- **Teen Programming**

- **Classes, Readings, and Workshops** In July and August we'll be offering a number of teen-only events for our local young folks, starting with an event this week with local fantasy author **Alysa Wishingrad**, and another on interactive fiction with teen horror writer **EC Myers** in August. I've just scheduled an event with **The Wayfinder Experience** for early August where teens and tweens will "hit one another with swords" – made of foam, of course. Safety first! Local teen horror author **Dan Poblocki** will be joining us in September for a spooky event, and I just reached out to **Michele Diamanti**, former programmer for Girl Scouts Heart of the Hudson and a director at the YMCA in Kingston, to teach classes on **Babysitting, First Aid/CPR, Bullet Journaling, printmaking, pour art**, and more, all for a teen audience. If past registration for craft events is any indication, we may be beating off adult attendees with (foam) sticks. Michele has indicated that she's happy to teach adult workshops as well, if we have the demand.
- **Volunteer Program** Two teen volunteers begin this week to assist on shelving, our planned swap of the kids/teen rooms, and more. One teen has already chatted with our library Friends to give much-needed assistance on the pricing of our rare and antique books. He seems particularly interested in this task, and has also indicated an interest in helping to plan events for teens and tweens from the ground up.

- **Summer Reading** To date, we have 38 teen and adult readers signed up for our summer reading program on ReadSquared, with many more participating through our paper passports. This summer, teens and adults earn stamps for reading each week. My goal is to have readers explore new sections of the library, expanding their reading horizons, rather than simply reading *more*. The paper passport gently suggests new genres they can read. Each week, patrons earn one of six incentives (redeemable once): a treasure chest prize, a book cellar book, a comic at Pow! Comics, a slice of pizza at Mario's, ice cream at Stewarts, or a cookie at Emily's Cookies. My hope is to inspire our readers to support local businesses and explore our downtown area as they read. Additionally, for each book read they earn a chance to grab one of our donated end of summer prizes. Our biggest challenge has been awareness and promotion of this program – we had some adult patrons try to steer their toddlers toward grabbing Bluetooth headphones from our treasure chest. They were, apparently, unaware that adult summer reading exists. To that end, I hope to see all board members with full summer reading passports this summer.

Respectfully submitted,

Fox North

BOARD OF TRUSTEES REORGANIZATIONAL MEETING MINUTES

June 26, 2024

Board Members Present: Don Carragher, Reggie Heffernan, Susan Barbarisi, Elaine Rylance, Larry Decker, Martha Farrell, Stephen Lewis, Elaine Jaffe and Laura Petit (new Trustee)

Board Members Excused: Nancy Beranek

Board Members Absent:

Staff Present: Shannon Powell, Mary Garraty, Jesse Chance and Janet Wiggin

I. CALL TO ORDER –

The Board meeting of the Town of Esopus Library Board of Trustees was called to order by Don Carragher at 6:00 pm. At this time the Board went around and introduced themselves.

II. ELECTION OF OFFICERS

Don Carragher introduced the newly elected Trustee and presented the list of officers. Since there are no other nominations, each officer was voted on.

- ❖ President - Larry Decker
 - Don made a motion to accept Larry Decker as President and Martha Farrell seconded the motion. All in favor and motion passed.
- ❖ Vice-President – Martha Farrell
 - Don made a motion to accept Martha Farrell as Vice-President and Stephen Lewis seconded the motion. All in favor and motion passed.
- ❖ Treasurer – Elaine Jaffe
 - Don made a motion to accept Elaine Jaffe as Treasurer and Elaine Rylance seconded the motion. All in favor and motion passed.

All three new officers were approved.

The Code of Ethics, Conflict of Interest Policies and the Sexual Harassment training sheets were distributed to each Board Members' mailbox. Each Board member is to review, sign and return the policies thus acknowledging that they had reviewed them.

Trustee training will begin again. In addition each trustee can do training via the trustee handbook and the MHLS website.

The committee assignments were discussed but not finalized.

IV. ADJOURNMENT

There being no further business or discussion, Reggie Heffernan made a motion to adjourn and it was seconded by Susan Barbarisi. The meeting adjourned at 6:15 pm.

AYE: 8; NO: 0; ABSTAIN: 0

Board Members Excused:

Board Members Absent:

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

Sustainability, Research and Development Committee Meeting
July 10, 2024

Attended: Don Carragher, chair. Jesse Chance, Director. Trustees: Larry Decker, Steve Lewis.
Excused: Martha Farrell.

Agenda:

The Turning Outward project is delayed. MHLS has not updated. The 5-year plan will be addressed before the end of 2024.

Vision Statement Creation: Town Of Esopus Library Emergency Disaster Power Supply. The history of the grant application and the perceived needs of the Library and the community were reviewed: pre-, during, and post disaster.

Don will write and outline for the committee to review.

Resource notes:

New York Battery Energy Storage System Guidebook for Local Governments

[New York State Battery Energy Storage System Guidebook - NYSERDA](#)

Battery Storage Incentive NYS: Accessible Clean Energy

[Battery Storage — ACE NY](#)

Respectfully submitted,
Don Carragher

Next meeting is scheduled for Wednesday, August 14, 2024 at 4 pm.

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 39 OF 2024

**Payment of Claims
June 1, 2024 to June 30, 2024**

WHEREAS, the total of all claims for payment, excluding wages and taxes, from June 1, 2024 to June 30, 2024 is \$26,614.42.

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 June 1, 2024 to June 30, 2024 items in the amount of \$26,614.42.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Rylance Seconded: Don Canagher

VOTE: Ayes: 8 Nays: 0 Abstentions: 0 Excused: 0 Absent: 1

Approved by the Board this Wednesday, July 24, 2024

Approving Signature: Larry Decker
Larry Decker, Board President

2:33 PM

07/09/24

Accrual Basis

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

Type	Date	Num	Name	Memo	Clr	Split	Credit
Checking/Savings							
A0200 Cash Operating Fund							
2020 Bank of GC Checking 6086							
Check	06/12/2024	4206	Jessica Williams	V24-0258	X	Adult Programs	250.00
Check	06/12/2024	4755	Amazon	V24-0259	X	A7410.412 Family DVD	93.92
Check	06/12/2024	4756	Amazon	V24-0260	X	A7410.412 Family DVD	170.66
Check	06/12/2024	4757	Amazon	V24-0261	X	A7410.412 Family DVD	44.74
Check	06/12/2024	4758	Christopher Kimball's Milk Street	V24-0262	X	A7410.413 Magazines	34.95
Check	06/12/2024	4759	Midwest Tape - Hoopla	V24-0263	X	A7410.412 E-Content	640.43
Check	06/12/2024	4760	WZ Accountants	V24-0264	X	A7410.437 Accountant	600.00
Check	06/12/2024	4761	Liberty Security System	V24-0265	X	A7410.452 Security System	76.00
Check	06/12/2024	4762	T-Mobile	V24-0266	X	A7410.419 Internet	180.60
Check	06/12/2024	4763	Amazon	V24-0267	X	Adult Programs	25.42
Check	06/12/2024	4764	Ingram Library Services	V24-0268	X	A7410.412 Adult Books - CD	276.54
Check	06/12/2024	4765	Mary Garraty	V24-0269	X	Miscellaneous Expense	135.00
Check	06/12/2024	4766	Sharon K. Amorelli	V24-0270	X	A7410.437 Election Inspectors	146.25
Check	06/12/2024	4767	Michelle Metelski	V24-0271	X	A7410.437 Election Inspectors	146.25
Check	06/12/2024	4768	Ingram Library Services	V24-0272	X	A7410.410 Adult Fiction	128.78
Check	06/12/2024	4769	Esopus Business Alliance	V24-0273	X	A7410.437 Membership Fees	60.00
Check	06/12/2024	4770	Kayla Miller	V24-0274	X	Childrens Programs	200.00
Check	06/12/2024	4771	Herzogs	V24-0275	X	Other Grounds	77.88
Check	06/12/2024	4772	Ingram Library Services	V24-0276	X	A7410.410 Adult Large Print	73.80
Check	06/12/2024	4773	Ingram Library Services	V24-0277	X	A7410.410 Young Adult Non-Ficti	11.19
Check	06/12/2024	4774	Deborah McMenemy - Reimb.	V24-0278	X	A7410.800 Health & Maj. Med.	388.89
Check	06/12/2024	4775	Spectrum Enterprise	V24-0279	X	-SPLIT-	314.95
Check	06/12/2024	4776	Royal Carting Service Co	V24-0280	X	A7410.452 Trash	141.55
Check	06/12/2024	EFT June 2024	CDPHP	V24-0281	X	A7410.800 Health & Maj. Med.	2,255.73
Check	06/12/2024	4777	National Business Technologies	V24-0282	X	A7410.2439 Printer/Copier	234.04
Check	06/12/2024	4778	Amazon	V24-0283	X	Childrens Programs	96.16
Check	06/12/2024	4779	Amazon	V24-0284	X	A7410.430 Office Supplies	153.13
Check	06/12/2024	4780	Binnewater Ice Co.	V24-0285	X	A7410.452 Water & Sewer	42.60
Check	06/25/2024	4781	Dutchess TEKCON Industries, Inc.	V24-0286	X	A7410.452 HVAC Maint	218.00
Check	06/25/2024	4782	Erin Reilly, DAIM, LAC	V24-0287	X	Adult Programs	250.00
Check	06/25/2024	4783	Vanguard ID Systems	V24-0288	X	A7410.430 Library Supplies	351.00
Check	06/25/2024	4784	Central Hudson	V24-0289	X	A7410.452 Electric	489.93
Check	06/25/2024	4785	Ingram Library Services	V24-0290	X	A7410.410 Adult Large Print	119.31
Check	06/25/2024	4786	Ingram Library Services	V24-0291	X	A7410.410 Young Adult Fiction	55.04
Check	06/25/2024	4787	Friends of the Town of Esopus Library	V24-0292 EXCH	X	A9855 Friends Exp. Exchange	175.75
Check	06/25/2024	4788	Amazon	V24-0293	X	A7410.232 New Computers	5,117.68
Check	06/25/2024	4789	Amazon	V24-0294	X	A7410.232 New Computers	54.99
Check	06/25/2024	4790	Ingram Library Services	V24-0295	X	A7410.412 Adult Books - CD	70.35
Check	06/25/2024	4791	Amazon	V24-0296	X	A7410.410 Adult Non-Fiction	17.28
Check	06/25/2024	4792	Visa	V24-0297	X	-SPLIT-	1,413.49
Check	06/25/2024	4793	American Library Association	V24-0298	X	A7410.437 Membership Fees	435.00
Check	06/25/2024	4794	Amazon	V24-0299	X	A7410.412 Adult DVD	182.92
Check	06/25/2024	4795	Eastern VSP, Inc.	V24-0300	X	A7410.800 Health & Maj. Med.	76.32
Check	06/25/2024	4796	A-Team Comfort Systems	V24-0301	X	A7410.452 Other Maintenance	1,777.50
Check	06/25/2024	4797	A-Team Comfort Systems	V24-0302	X	A7410.452 Other Maintenance	323.95
Check	06/25/2024	4798	Amazon	V24-0303	X	-SPLIT-	91.42

2:33 PM

07/09/24

Accrual Basis

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

Type	Date	Num	Name	Memo	Clr	Split	Credit
Check	06/25/2024	4799	Ingram Library Services	V24-0304		A7410.412 Adult Books - CD	17.57
Check	06/25/2024	4800	Ingram Library Services	V24-0305		A7410.412 Adult Books - CD	79.17
Check	06/25/2024	4801	Ingram Library Services	V24-0306		A7410.410 Adult Fiction	21.59
Check	06/25/2024	4802	Ingram Library Services	V24-0307		A7410.410 Adult Fiction	142.87
Check	06/25/2024	4803	Ingram Library Services	V24-0308		-SPLIT-	120.43
Check	06/25/2024	4804	Ingram Library Services	V24-0309		A7410.410 Adult Fiction	97.99
Check	06/25/2024	4805	Ingram Library Services	V24-0310		A7410.410 Adult Non-Fiction	206.89
Check	06/26/2024	4806	NYS Unemployment	V24-0311 ER# 8...		A7410.800 Unemployment Ins.	49.14
Check	06/30/2024		Friends of the Town of Esopus Library	V24-0312 EXCH		A9855 Friends Exp. Exchange	159.00
Check	06/30/2024		Shamrock Cleaners	V24-0313		A7410.452 Cleaning Services	1,480.00
Check	06/30/2024	EFT June2024	Wage Works - Admin	V24-0314	X	A7410.800 Health & Maj. Med.	36.00
Check	06/30/2024	EFT June2024	Wage Works - Care Card	V24-0315	X	A7410.800 Health & Maj. Med.	6,319.13

Total 2020 Bank of GC Checking 6086

Total A0200 Cash Operating Fund

Total Checking/Savings

TOTAL

26,949.17
26,949.17
26,949.17
26,949.17

Friends - 334.75

\$26,614.42

Town of opus Library
Voucher Log

Year June 2024

page 1 of 3

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V24-0258	Jessica Williams	44-00 Agree	6/10/24	Jany Wether	250.00
V24-0259	Amazon	Multi	6/10/24	Jany Wether	93.92
V24-0260	Amazon	Multi	6/10/24	Jany Wether	170.66
V24-0261	Amazon	GDDI	6/10/24	Jany Wether	44.74
V24-0262	Christopher Kimball's Milk Street	Renewal	6/10/24	Jany Wether	34.95
V24-0263	Mid West Tape (Hoople)	1174	6/10/24	Jany Wether	640.43
V24-0264	WZ Accountants	1565	6/10/24	Jany Wether	600.00
V24-0265	Liberty Security Services	4288	6/10/24	Jany Wether	76.00
V24-0266	T-Mobile	Bill	6/10/24	Jany Wether	180.60
V24-0267	Amazon	WVL	6/10/24	Jany Wether	25.42
V24-0268	Ingram	Multi	6/10/24	Jany Wether	276.54
V24-0269	Mary Garaty	-	6/10/24	Jany Wether	135.00
V24-0270	Sharonk Amorelli	Bill	6/10/24	Jany Wether	146.25
V24-0271	Michelle Metelski	Bill	6/10/24	Jany Wether	146.25
V24-0272	Ingram	Multi	6/10/24	Jany Wether	128.78
V24-0273	ESop's Business Alliance	4050	6/10/24	Jany Wether	600.00
V24-0274	Kayla Miller	44-00 Agree	6/10/24	Jany Wether	200.00
V24-0275	Herzoga	4/2/1	6/10/24	Jany Wether	77.88
V24-0276	Ingram	Multi	6/10/24	Jany Wether	73.80
V24-0277	Ingram	9107	6/10/24	Jany Wether	11.19
V24-0278	Deborah McMenemy	Receipts	6/10/24	Jany Wether	388.89
V24-0279	Spectrum Enterprise	Bill	6/10/24	Jany Wether	314.95
V24-0280	Royal Carting	Bill	6/10/24	Jany Wether	141.55
V24-0281	CDPHP - EFT	Bill	6/10/24	Jany Wether	2,235.73
V24-0282	National Business Tech	Bill	6/10/24	Jany Wether	234.04

Year June 2024

Town of opus Library
Voucher Log

page 2 of 3

Voucher	Vendor	Invoice Ending	Audit Date	Audit-Signature	AMT
V24-0283	Amazon	4PVV	6/10/24	Lany W. Sater	96.16
V24-0284	Amazon	61C9	6/10/24	Lany W. Sater	153.13
V24-0285	Binnewater	9275	6/25/24	Lany W. Sater	42.60
V24-0286	TEK CON	9840	6/25/24	Lany W. Sater	218.00
V24-0287	Erin Reilly-Presenter	LT-00 Agree	6/25/24	Lany W. Sater	250.00
V24-0288	VanGuard ID Systems	5640	6/25/24	Lany W. Sater	351.00, DM
V24-0289	Central Hudson	Bill	6/25/24	Lany W. Sater	489.93
V24-0290	Ingram	MULTI	6/25/24	Lany W. Sater	119.31
V24-0291	Ingram	MULTI	6/25/24	Lany W. Sater	55.04
V24-0292	Friends of Library	Splitsh	6/25/24	Lany W. Sater	175.75
V24-0293	Amazon	KTV4	6/25/24	Lany W. Sater	5117.68
V24-0294	Amazon	JYR4	6/25/24	Lany W. Sater	54.99
V24-0295	Ingram	0053	6/25/24	Lany W. Sater	70.35
V24-0296	Amazon	GXJC	6/25/24	Lany W. Sater	17.28
V24-0297	Visa	Bill	6/25/24	Lany W. Sater	1413.49
V24-0298	American Library Assoc.	Bill	6/25/24	Lany W. Sater	435.00
V24-0299	Amazon	MULTI	6/25/24	Lany W. Sater	182.92
V24-0300	VSP	Bill	6/25/24	Lany W. Sater	76.32
V24-0301	A-Team Comfort System	130551	6/25/24	Lany W. Sater	1777.50
V24-0302	A-Team Comfort System	131013	6/25/24	Lany W. Sater	323.95
V24-0303	Amazon	PTQK	6/25/24	Lany W. Sater	91.42
V24-0304	Ingram	0052	6/25/24	Lany W. Sater	17.57
V24-0305	Ingram	MULTI	6/25/24	Lany W. Sater	79.17
V24-0306	Ingram	7526	6/25/24	Lany W. Sater	21.59
V24-0307	Ingram	MULTI	6/25/24	Lany W. Sater	142.87

[illegible]

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 40 of Year 2024

ACCEPTANCE OF FRIENDS DONATION INTO OPERATING BUDGET

WHEREAS, the Friends of the Town of Esopus Library has donated \$12,000.00 for Collection Development, Programming, New Technology, and Furniture

RESOLVED, the Board of Trustees of the Town of Esopus Library accepts this monetary donation with its restrictions from the Friends for the 2024 Operating Budget

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Don Carragher Seconded: Martha Farnell

VOTE: Ayes: 8 Nays: 0 Abstentions: 0 Excused: 0 Absent: 1

Approved by the Board this Wednesday, July 24, 2024

Approving Signature: Larry Decker

Larry Decker, Board President

**RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
RESOLUTION 41 OF 2024**

SECTION 4.1 PERSONNEL POLICY UPDATE

WHEREAS, Section 4.1 Health Insurance of the Personnel Policy Manual needed review and updating.

WHEREAS, The Governance and Personnel Committee offers the attached changes to Section 4.1 of the Personnel Policy Manual.


RESOLVED, the Board of Trustees of the Town of Esopus Library accepts the changes to Section 4.1 of the Personnel Policy Manual.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Taffe Seconded: Elaine Rylance

VOTE: Ayes: 9 Nays: 0 Abstentions: 0 Excused: 0 Absent: 0

Approved by the Board this Wednesday July 24, 2024

Approving Signature: 
Larry Decker, Board President

4.1 HEALTH INSURANCE

For employees working 17.5 or more hours per week, medical, dental, and vision insurances are available for purchase through the current tier plans.

~~Currently, the~~ Library will pay 70% of the premium for employees ^{who} ~~that~~ work ^{fewer} ~~less~~ than 30 hours per week. For those working 30 hours or more, the Library will pay 90% of the premium.

For individuals who are eligible and using Medicare, the Library will pay the same percentages of their premiums for Medicare, Supplemental Insurance, and Prescription Drug Plan.

There will be no buy out paid for not taking advantage of the available insurance.

DEDUCTION/PREMIUM AMOUNTS AND TYPES OF COVERAGE ARE SUBJECT TO REVIEW AND CHANGE AT TIME OF PLAN RENEWAL.

Revised by the Board of Trustees: January 28, 2015

Revised by the Board of Trustees: June 28, 2022

Revised by the Board of Trustees: August 30, 2023

Revised by the Board of Trustees: