

Town of Esopus Library  
May Board of Trustees Meeting  
Tuesday, May 26, 2026

**Agenda**

Call to order	Larry Decker
Approval of February Board Meeting Minutes	
Public Comment (2 minutes each)	Public
Treasurer's Report/Finance Committee	Allen Olsen
Director's Report	Jesse Chance
Friends	Elaine Rylance

Committees

1. Buildings and Grounds – Laura Petit
2. Governance and Personnel – Martha Farrell
3. Sustainability, Research and Development – Sharon Briden
4. Trustee Training Committee – Don Carragher

Adjournment

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Resolutions:

- 2026-18 – Payment of April Claims
- 2026-19 – Annual Report to NY State Library
- 2026-20 – Annual Report to the Community
- 2026-21 – Updated Plan of Service

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

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

Staff Present: Jesse Chance

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 6:00 p.m.

II. APPROVAL OF MEETING MINUTES

Written minutes for the March monthly Board Meeting held on March 25, 2026 was submitted and open for review. A motion to accept the minutes of the March monthly Board meeting held on March 25, 2026, was made by Allen Olsen and seconded by Elaine Rylance.

AYE: 7; NAYS: 0; ABSTAIN: 0

Board Members Excused: Laura Petit  
Board Members Absent: Martha Farrell

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 #14 of 2026 (Payment of March Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from March 1, 2026 to March 31, 2026 for items in the amount of \$22,002.96. A motion to accept the resolution was made by Jamila Khan and seconded by Cindy Capraro.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Laura Petit  
Board Members Absent: Martha Farrell

## 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. Jesse discussed the Solar Upgrade bids which are due. He also spoke about the replacing of the failed cement which is estimated to be scheduled for repairs in early May. Jesse will announce the actual repair work date once it is finalized. He mentioned that new plots are open for gardeners in the Community Garden. Jesse pointed out that the Ulster County Library Association (UCLA) website ([uclib.org](http://uclib.org)) is chock full of resources for all patrons. All you need is your library card.

## VII. FRIENDS – Elaine Rylance

Elaine spoke about the poorly attended tea party that Friends put on as a membership drive. They will try again this summer. She also discussed the upcoming Arts and Crafts Supply Sale scheduled for April 25<sup>th</sup> from 10:00 am to 2:00 pm

## VIII. COMMITTEE REPORTS

### Buildings and Grounds – Don Carragher for Laura Petit

Written report was submitted. Don reviewed the committee meeting minutes and presented the following resolution.

- **Resolution #17 of 2026 (Amendment to 2026 Budget):** The Board of Trustees of the Town of Esopus Library authorizes the adjustments to the final 2026 Budget in order pay hot water heater and snow removal. A motion to accept the resolution was made by Allen Olsen and seconded by Elaine Rylane.  
AYES: 7; NAYS: 0; ABSTENTIONS: 0  
Board Members Excused: Laura Petit  
Board Members Absent: Martha Farrell

### Governance and Personnel – Elaine Rylance for Martha Farrell

Written report was submitted. Elaine reviewed the committee meeting minutes and presented the following resolutions.

- **Resolution #15 of 2026 (Personnel Actions - M. Burger):** 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 Jamila Khan and seconded by Don Carragher.  
AYES: 7; NAYS: 0; ABSTENTIONS: 0  
Board Members Excused: Laura Petit  
Board Members Absent: Martha Farrell

- **Resolution #16 of 2026 (Update to Section 8 Policy of the Personnel Policy Manual):**  
The Board of Trustees of the Town of Esopus Library accepts the changes to Section 8 of the Personnel Policy Manual. A motion to accept the resolution, as amended, was made by Elaine Rylance and seconded by Sharon Briden.  
AYES: 7; NAYS: 0; ABSTENTIONS: 0  
Board Members Excused: Laura Petit  
Board Members Absent: Martha Farrell

Sustainability, Research and Development – Sharon Briden

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

IX. Trustee Training

Jamila Khan reported about an upcoming Trustee Handbook Training regarding Laws and Regulations which will be held on June 17 from 5:00 pm to 6:30 pm

X. ADJOURNMENT

There being no further business or discussion, Elaine Rylance made a motion to adjourn and it was seconded by Jamila Khan. The meeting was adjourned at 6:40 p.m.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Laura Petit

Board Members Absent: Martha Farrell

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

# Director's Report – May 2026

## Ongoing and/or Completed Business

### **Annual Report to New York State / Annual Report to the Community:**

Following review by MHLS, the Library's 2025 Annual Report to New York State has now been finalized and is ready for presentation to the Board.

Meanwhile, at the same time as I've been expanding the Community Garden and shepherding the solar project into being I've been working on the Library's Annual Report to the Community, which synthesizes statistical data, major initiatives, and organizational accomplishments from the past year into a more accessible and visually engaging format for public distribution.

The State Report continues to reflect a very strong year for the Library:

- 48,516 annual visits
- 41,376 physical circulations
- 17,421 digital circulations
- 644 programs offered
- 7,913 total program attendees
- 5,658 registered borrowers

Programming and attendance numbers remained especially encouraging across all age groups, with particularly strong participation in children's programming and adult events.

### **Solar Power Array Upgrade Project:**

As a preamble to the most recent B&G meeting on May 14<sup>th</sup> we had a zoom meeting with the owner of Greenpoint Solar and Electric, Jeffery Tamayo to ask our final questions before fully approving the proposal. A contract is being prepared for me to sign and we will have another site visit one week after it's signed to go over placement of solar array and battery back-up system. Jeffery estimates that it will take 4 to 6 weeks to get our permits, etc. and work will begin directly upon completion of licensing stage. Work should take 2 weeks.

### **Community Garden Expansion:**

We've excavated. We've tilled. We've drilled post holes and stretched wire fencing into place. We've done it all and we have a beautifully expanded community garden to show for it. Thank you so much to all who sweated and fretted and got this done!

## **Volunteer Engagement & Community Partnerships**

Work continues on the development of the volunteer newsletter and project tracking system discussed last month. The goal remains to better coordinate volunteer efforts while also recognizing the tremendous amount of labor and expertise community members continue to contribute to the Library. The first edition will hit in-boxes on Wednesday, May 20<sup>th</sup>.

We also continue strengthening relationships with several community organizations, including the Ulster County Office for the Aging, the American Red Cross, and the Esopus Community Foundation with additional collaborative programming anticipated later this year.

## **Statistical Snapshot – 2025**

The completed Annual Report to New York State provides a useful overview of the Library's current scale of operations.

### **Library Use**

- 48,516 annual visits
- 5,658 registered borrowers
- 58,797 total physical and digital circulations combined
- 11,680 interlibrary loans borrowed
- 5,936 interlibrary loans loaned

### **Programs & Community Engagement**

- 644 total programs offered
- 7,913 total attendees
- 213 Summer Reading participants
- 2,122 Summer Reading program attendees

### **Collections & Technology**

- 27,253 total physical items
- 1,726 items added during 2025
- 6,862 WiFi sessions
- 2,500 public computer sessions

### **Operations**

- 2,236 annual open hours
- 43 public service hours weekly
- 6.56 FTE staff members

These figures continue to illustrate the degree to which the Library functions not simply as a lending institution, but as a highly active public community space.

## **Upcoming**

### **Outdoor Programming Area & Rain Catchment Project:**

These projects are both still working their way through the planning stages. But we do have money from grants for both and the programming area must be complete by this fall so progress will be steady.

### **Blood Drive**

We are coordinating with the American Red Cross to host a community blood drive in early August.

### **Long-Range Planning Document:**

Sustainability, Research and Development Committee is very close to finished reviewing and revising this key document

### **Facilities Plan:**

Buildings and Grounds Committee has just begun reviewing and revising this essential document.

Respectfully Submitted, May 18th

Jesse Chance

Library Director



## Children's Programming Report - May 2026

### April Highlights

- April ended on a very sweet and adorable note with a Winnie the Pooh Tea Party! Many attendees came dressed to impress in costumes and winnie the pooh themed outfits which added to the party feel. After reading a story about Winnie the Pooh in spring time, everyone made character themed headbands and colored in drawings of Pooh and all of his friends while snacking on "tea" (apple juice) and cookies. I'm excited to host a Tea Rex Tea Party this summer!
- April totals: 31 programs, 433 attendees

### May

- On Saturday, May 2nd we had another visit from therapy dog Annie. Children and their families enjoyed spending time with her and listening to a bunch of silly stories. I look forward to finding time in our fall schedule to have Annie back! [8 participants]
- During our regularly scheduled Lego Club, on May 6th, we had a visit from the team at Experience Clean Heat who ran a special "Building Block Challenge" for all Lego club participants. Everyone made a building creation related to environmentalism and nature which included flower gardens and cloud creations. [16 participants]
- Twice monthly we've had Terry Watson back for her wonderful Music and Movement program for our youngest patrons. This session has been held on Tuesdays before storytime and it has been wonderful to see patrons attend both programs and have their mornings filled with library fun [Tuesday, May 12th: Music and Movement: 21 participants, Storytime: 24 participants]
- The remainder of May features mostly regularly occurring programs but will also feature a pajama storytime on Thursday, May 28th at 5pm. Stuffed animals are more than welcome to join the party, where I will read stories about bedtime, relaxing, and being calm.
- May so far: 12 programs, 166 attendees

### June and SRP

- Looking ahead to June I have a slate of food related programs (an accidental theme) starting with a visit from the Nutty Scientists on Friday, June 5th at 4:30pm. Participants will become scientists themselves and learn about chemical reactions in bubblegum! The following week, on Thursday, June 11th at 5pm, I will run a special afternoon/evening storytime featuring stories about gardens followed by an edible craft: pudding gardens made from chocolate pudding, cookie dirt, and gummy worms.
- Later in June I will take a short programming break to allow time for school visits where I can share stories and crafts with students along with lots of great information about our

upcoming summer reading programming and challenge. I'm hoping to visit at least three elementary schools.

- Summer reading will officially kick-off Saturday June 27th with a visit from some local animal friends from Forsyth park. Each week will feature storytimes, toddler playgroup, Chess and Lego clubs, along with specialty programs focusing on art and our summer reading theme of unearth a story (think archaeology and dinosaurs!).

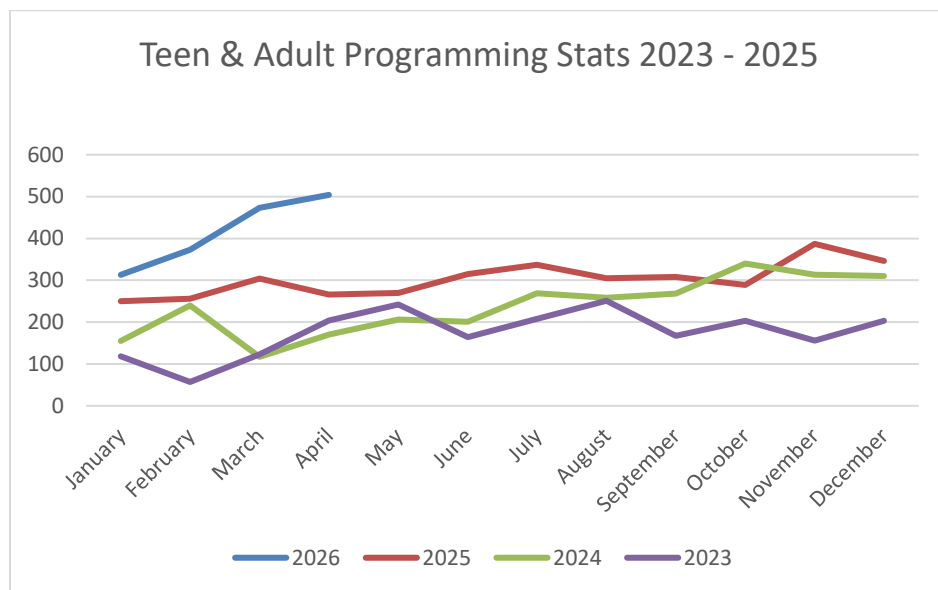
Warmly,  
Charlotte



Town of Esopus Library

## Programming & Engagement Manager's Report – May

	Final April Numbers	May Numbers To-Date (5/18)
Teen	115 (6 programs)	78 (3 programs)
Adult	389 (26 programs)	150 (14 programs)



Another record-breaking month at the Library – 504 patrons across 31 programs!

### Adult Programming Highlights

- Movement Classes: **Chair Yoga with Kathy S.** is back, and there was much rejoicing!
- Workshops, lectures, and special classes: This month we hosted the first in a series of what-will-be three concerts sponsored by a grant from Arts Mid-Hudson, this one called **A Night of Simcha** and featuring world-class klezmer artists **Ira Khonen Temple, Michael Winograd,** and local poet **Andy Izenon.** This concert drew a record-breaking 65 patrons and featured dancing, tears, and egg creams. A founding member of the klezmatics was in attendance. I'm looking forward to our next grant-funded concert in June, where we'll see local music therapists and social workers

**They Love Them, Callie Mackenzie, and Colton Thorn** performing. Each has previously been featured here at our Library.

We also held the next two **Burroughs Brunch Lecture Series** – first, a talk on the Mount by local historian **Jonathan Zimmerman**, and then a lecture on the Borscht Belt with photographer Marisa Scheinfeld, with attendance at 30 and 35 patrons, respectively. I'm looking forward to continuing this popular series into the fall, as the combination of local topics and bagels seems to be a surefire hit.

#### Teen Programming Highlights

- Our **All-Out Open Mic** returns this month with local musician **Dan Pitt**. Meanwhile, we are waitlisted for another Arts Mid-Hudson Grant, which will pay for more open mic headliners; we'll receive word of final decisions in June. These open mics have become very popular, regularly drawing 25-30 patrons – but the crowd has skewed older of late and I'd be glad to reserve the teen budget for true teen programming.
- **Tween D&D** is on hiatus after the joyful completion of our young adventurers' first campaign. It will reconvene this summer. Our smaller **Teen D&D** group continues to meet.
- The first year of our **Ulster BOCES partnership** draws to an end in the coming weeks. It has been joyful to watch these patrons, many of whom had never been to a library before, learn the rules of our stacks. We look forward to partnering with them in the future.
- For the summer we're planning to again run our **Club Wednesday** programming block of after-hours teen programming, as I've gotten asked about this quite a bit by our teen patrons and their parents; this often drew teens we did not see at other Library programs.

#### Outreach, publicity, and other notes:

- I made my first regular appearance on **Radio Kingston** last week during the morning show with Julia Furlan; it was exciting to hear a patron come in that night just because she heard the radio spot! I'll be featured monthly in the future, and the station manager has asked me to record a regular spot to run on behalf of the Library.
- Charlotte and I also received word that we were awarded a grant we wrote from **Dollar General** - \$3000 toward our summer reading program. This will go to our youngest readers for the purchase of book boxes, as well as performers and incentives.

Respectfully submitted,

Fox North

Buildings and Grounds Committee

May 4, 2026

5pm

Special Meeting to review Solar Array contract bids.

Attending: Jesse Chance (Director) and Trustees: Donald Carragher, Sharon Briden, Allen Olsen, Laura Petit (on telephone)

There were three companies that responded to the Request For Proposals. The project management, NEW ENERGY, had recommended GREENPOINT SOLAR AND ELECTRICAL. We had read through the proposals previously and agreed on this company.

**Town of Esopus Buildings and Grounds Committee  
Meeting Minutes – May 14, 2026**

The Town of Esopus Buildings and Grounds Committee meeting was held on May 14, 2026.

Members in attendance were Sharon Briden, Laura Petit, Don Carragher, and Jesse Chance. Allen Olsen joined the meeting via Zoom.

Representatives from Greenpoint Solar introduced themselves and provided the committee with an opportunity to ask questions regarding their proposal and services.

The committee also discussed the following items:

- Winterizing the water cistern
- Maintenance of the stormwater retention pond
- Updates to the library facility plan

The meeting adjourned at 6:01 p.m.

## Town of Esopus Library

Finance Committee Meeting – May 13, 2026 @ 5pm

Attendees: Larry Decker, Cindy Capraro, Jamila Khan, Allen Olsen and Jesse Chance

### Minutes

1. Approve April 2026 payments of \$18, 813.21 (\$19,279.96 – 120.50 – 143.00 – 203.25)
2. Reviewed April 2026 financials. It was noted that the Library's financials are \$64K ahead of last year at this time. Jesse will investigate the Friends expense line.
3. Jesse recommended, and the Committee agreed, to postpone the audit for one year – to 2026. This would free up \$20K to support several other line items – including Health & Major Medical and Electricity. Jesse also distributed his first draft of the 2027 budget to the Committee.
4. Adjournment

Town of Esopus Library  
Sustainability, Research and Development Committee Minutes  
Tues, May 12, 2026 at 4pm

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

Absent: Martha Farrell

#### PLAN OF SERVICE

Reviewed last updates from 4/21/26 - reinforced need to explicitly spell our objectives that will prove beneficial for accountability purposes and when submitting grant proposals. Don will be updating, next step to receive Board Approval.

#### GRANTS

NY Pollinator Conservation Fund Grant Proposal - Due May 20

Goal: Extending native pollinator habitat on library property with guidance from local expert.

Sharon to work up draft, Jesse to submit by May 20

Thank You event at Bank of Green County

June 9 at 4pm at Kingston Branch, 2 Miron Lane, Kingston

Library receiving \$1000 towards installing Rain Catchment Cistern and irrigation equipment.

Side note: Don believed a second cistern at top of garden may make for a more efficient/better working system.

#### SUSTAINABILITY APPLICATION

This laborious app will require a separate day/time to work through the questions.

Jesse will determine who is our "mentor" to help navigate the process.

#### RETENTION POOL

Don looking into concerns raised by DEC about Retention and Settling pools. Further discussion to be had at Buildings and Grounds.

\*\*\*Next Meeting: Since the Bank of Green County "Thank You" will be held during our regular meeting time, proposing we reschedule SRD meeting for 5pm Monday, June 8 - following B&G

Submitted by: Sharon Briden

**RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY  
RESOLUTION 22 OF 2026**

**Amendment to the 2026 Budget**

WHEREAS, the Finance Committee proposes the following reallocation of funds due to necessary operational needs of the Library. The Finance Committee proposes postponing an audit in 2026 to 2027.

WHEREAS, the Finance Committee proposes reallocating the \$20,000.00 from the Audit Line item (A7410.437) to be allocated as follows:

- \$10,400.00 will be added to the Health & Major Medical line item (A7410.800);
- \$8,000.00 will be added to the Electric Utilities line item (A7410.452);
- \$300.00 will be added to the Water & Sewer line item (A7410.452);
- \$1300.00 will be added to the Other Maintenance line item (A7410.452).

RESOLVED, the Board of Trustees of the Town of Esopus Library authorizes that \$20,000.00 from the Audit line item in the 2026 Budget be reallocated as listed above.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Rylance      Seconded: Don Canagher

VOTE: Ayes: 7    Nays: ϕ    Abstentions: ϕ    Excused: 2    Absent: ϕ

Approved by the Board this Tuesday, May 26, 2026

Approving Signature: Larry Decker  
Larry Decker, Board President

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

**Resolution 19 of Year 2026**

**Annual Report to NY State Library**

WHEREAS, the New York State Library, within the New York State Education Department, requires every public library to submit a report for the previous year, ending December 31st

WHEREAS, the report for 2025 has been completed

RESOLVED, the Board of Trustees of the Town of Esopus Library has reviewed and accepted the 2025 Annual Report to the State Library.

Moved: Laura Petit Seconded: Elaine Rylance

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 2 Absent: 0

Approved by the Board this Tuesday, May 26, 2026

Approving Signature: Larry Decker

Larry Decker, Board President

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

**Resolution 20 of Year 2026**

**Annual Report to the Community**

WHEREAS, New York State Minimum Public Library Standards state that the library must present "an annual report to the community on the library's progress in meeting its goals and objectives"

WHEREAS, the Director has completed this report covering the year 2025

RESOLVED, the Board of Trustees of the Town of Esopus Library acknowledges the annual report to community will be distributed to the community via email, on the website and at the circulation desk.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Don Canagler Seconded: Martha Fanell

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 2 Absent: 0

Approved by the Board this Tuesday, May 26, 2026

Approving Signature: Larry Decker

Larry Decker, Board President

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

**RESOLUTION 21 OF 2026**

**UPDATED PLAN OF SERVICE**

WHEREAS, it has been seven years since the Plan of Service has been reviewed

WHEREAS, the Sustainability, Research and Development Committee has reviewed and revised the Plan of Service. They identified objectives which will prove beneficial for accountability purposes.

WHEREAS, the Sustainability, Research and Development Committee recommends the acceptance of the amendment to the Plan of Service.


RESOLVED, the Board of Trustees of the Town of Esopus Library accepts the amended Plan of Service.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Rylance Seconded: Martha Fanell

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 2 Absent: 0

Approved by the Board this Tuesday, May 26, 2026

Approving Signature:   
Larry Decker, Board President



Plan of Service  
2026

128 Canal Street, P.O. Box 1167

Port Ewen, NY 12466

845-338-5580

The publicly elected Board of Trustees (Board) are volunteers sworn to the operation of the Library as stated in the By-laws under the Library Charter. The Board will employ a Library Director to execute the operation of the Library pursuant to the Library Policies: External, Internal and Personnel, and the Resolutions as enacted by the Board. Library Staff consists of the Director and all employees in the pay of the Library.

**Goal 1: The Library will provide a diverse collection of materials**

**OBJECTIVE 1: MAINTAIN A BALANCED COLLECTION TO MEET STANDARDS ESTABLISHED BY PUBLIC LIBRARY STATISTICS.**

**Strategies Library Staff will use to meet objective:**

- 1) Assess the needs of patrons and compare to existing levels (i.e. questionnaires, web page).
- 2) Prepare quarterly and annual usage reports on which to base collection budget lines.
- 3) Create and develop a collection development plan.
- 4) Determine, by circulation, inter-library loan demand, and patron input what the approximate mix of formats should be.
- 5) Weed out the collection regularly to remove outdated or worn materials

**OBJECTIVE 2: RETRIEVE OVERDUE MATERIALS, AND REPLACE LOST ITEMS, IF STILL CURRENT**

**Strategies Library Staff will use to meet objective:**

- 1) Annually measure and analyze the extent of overdue and unaccounted for materials
- 2) Periodically review policy for dealing with overdue and lost materials
- 3) Evaluate the need to replace lost items

**Goal 2: The Library will encourage community involvement through outreach programs and increase public use. The Library will review and measure community needs.**

**OBJECTIVE 1: THE TOWN OF ESOPUS LIBRARY WILL SUPPORT LIBRARY SERVICES FOR EVERY RESIDENT, THROUGH COMMUNICATION AND ADVOCACY EFFORTS AND ATTENDANCE AT VARIOUS COMMUNITY MEETINGS.**

**Strategies Library Board will use to meet objective:**

- 1) Review all library policies at least once every three years
- 2) Through communication and advocacy efforts and attendance at various community meetings.

**Strategies Library Staff will use to meet objective:**

- 1) Organize annual membership drive every September (library card month) to increase membership
- 2) Maintain a marketing plan and current programming calendar.
- 3) Promote education and shared awareness by working cooperatively with other organizations for additional services when feasible and appropriate (i.e. Office of the Aging, League of Women Voters)
- 4) Continue assessment of community needs by polling the public for input.
- 5) Establish plans for collaboration with local schools and organizations.
- 6) Maintain an active public relations profile by keeping the public informed, by sending periodic press releases of library activities, maintaining updated online and print calendars, website, and monthly eNewsletter.
- 7) Utilize a structured volunteer program including a handbook and uniform training module.

**Goal 3: Library will provide diverse programs and activities in the community, both on-site and off.**

**OBJECTIVE 1: LIBRARY WILL HOLD DIVERSE PROGRAMS FOR ALL AGES IN THE LIBRARY'S FACILITY.**

**Strategies Library Board will use to meet objective:**

- 1) Sustainability, Research and Development Committee will apply for grants for programming in cooperation with Director and Programming Staff.

**Strategies Library Staff will use to meet objective:**

- 1) Provide early childhood literacy programs
- 2) Provide a story time program for all preschool ages
- 3) Offer a summer reading program for patrons of all ages
- 4) Offer school age programs to include after school, evening, and weekend activities
- 5) Develop programs of interest for teens such as mentoring or community volunteer programs
- 6) Develop programs for tweens
- 7) Provide space for tutoring when feasible
- 8) Provide programs and support for home school families
- 9) Provide programming for senior citizens
- 10) Hold cultural activities for families, teens, and adult patrons
- 11) Hold nature programs to support and publicize the Burroughs Collection
- 12) Provide plentiful and diverse programs for adults
- 13) Support ongoing adult programming
- 14) Provide workspaces with power and internet connections.

**OBJECTIVE 2: THE LIBRARY STAFF WILL WORK WITH OTHER COMMUNITY GROUPS AND LOCAL SCHOOLS TO MEET PATRONS' NEEDS AND DEVELOP PROGRAMS TO BE HELD OFF-SITE.**

**Strategies Library Staff will use to meet objective:**

- 1) Coordinate with the school district and BOCES at all levels to provide program support for the current curriculum. Plan two to four school visits annually at different levels
- 2) Work with local youth groups to promote library programs
- 3) Do outreach in collaboration with other local community organizations, utilizing their expertise and materials; for example- strengthen ties with the Burrough's Association.

- 4) Combine programming with other community organizations and other local libraries to offer programs in off-site facilities
- 5) Coordinate programs with other organizations and the Town Recreation Department to avoid duplication and scheduling conflicts
- 6) Schedule various outdoor reading events, sponsor visits to Slabsides, Klyne Esopus Museum, etc.

**OBJECTIVE 3: THE LIBRARY DIRECTOR WILL REPORT ANNUAL PROGRAM STATISTICS TO THE LIBRARY BOARD OF TRUSTEES.**

**Strategies Library Staff will use to meet objective:**

- 1) Programming staff will record attendance at programs and submit a report to the Director at the end of every month

**Goal 4: To provide community members with sufficient up-to-date technology, both in the Library and through remote access.**

**OBJECTIVE 1: THE LIBRARY WILL PROVIDE SELF-EDUCATION OPPORTUNITIES FOR PATRONS THROUGH HOME AND LIBRARY ACCESS.**

**Strategies Library Staff will use to meet objective:**

- 1) The Library will maintain technology to support current and continuing informational technology advances
- 2) Provide electronic access and databases to meet the informational needs of the community
- 3) Staff and/or volunteers to offer basic technology usage educational opportunities such as classes, programs or training workshops.
- 4) Develop a technology plan to include present Library needs with consideration for the needs of the future
- 5) Maintain a library website and e-mail list

**Goal 5: The Library Board will assure suitable space and services with which to carry out the Library's stated mission within the constraints of budgetary guidelines.**

**OBJECTIVE 1: MAINTAIN AND IMPROVE THE PRESENT FACILITY**

**Strategies Library Board will use to meet objective:**

- 1) Assess the condition of the Library building and grounds to ensure that the Library is maintained in a manner appropriate to the Library's mission
- 2) Develop cost analysis and specifications for continuous upkeep
- 3) Plan for future expansion of library space
- 4) Develop and maintain a Facilities Manual

**OBJECTIVE 2: MAINTAIN AND IMPROVE ACCESS.**

**Strategies Library Staff will use to meet objective:**

- 1) Maintain or exceed ADA requirements
- 2) Participate in periodic sensitivity training programs
- 3) Periodically review the need for updated interpretive tools for serving patrons

**Goal 6: The Library Board will ensure that there is sufficient availability of funds for the continuation and expansion of library services.**

**OBJECTIVE 1: CREATE A COMPREHENSIVE FINANCIAL PLAN.**

**Strategies Library Board will use to meet objective:**

- 1) The Library Board will insure that funds are available, as required by New York State Law
- 2) The Finance Committee will develop a comprehensive financial plan in conjunction with the Library Director, which will be submitted to the full Board for final approval
- 3) The Finance Committee will oversee of the financial plan and all fund allocations
- 4) The Board of Trustees will vote on all financial recommendations presented by the Finance Committee
- 5) The Board along with the Sustainability, Research & Development Committee will perform tasks in relation to maintaining and funding including, but not limited to, ensuring that all monies are well-invested and protected, and establishing an endowment plan that will provide a range of donation categories
- 6) The Town of Esopus Library Foundation will manage the investment fund and annually contribute to the general Library budget.

**Strategies Friends Group will use to meet objective:**

- 1) The Friends Group will be included in the long-term planning process insuring it is aware of the goals and direction of the Library. As a 501(c)(3) organization it will raise money and public awareness and support of Library services and programs

**OBJECTIVE 2: PROVIDE FOR EXPANSION TO ACCOMMODATE PLAN OF SERVICE**

**Strategies Library Board will use to meet objective:**

- 1) The Sustainability, Research and Development Committee will explore funding.
- 2) The Finance Committee will determine the allocation of funds for any expansion
- 3) Consider future expansion plans as needed to support the Plan of Service

**Goal 7: Maintain a diverse representation of the community to effectively enhance the Library.**

**OBJECTIVE 1: COMPLY WITH ALL REGULATIONS FOR RECRUITING AND/OR HIRING STAFF, VOLUNTEERS, AND TRUSTEES**

**Strategies Library Board will use to meet objective:**

- 1) Recruit and select a Director with library training and experience, taking diversity into consideration

**Strategies Library Staff will use to meet objective:**

- 1) Recruit and select Staff with library training and experience, taking diversity into consideration
- 2) Plan for the provision of sensitivity and diversity training
- 3) Recruit volunteers with an interest in the library and advocacy abilities

**OBJECTIVE 2: PROVIDE STAFF COMPENSATION**

**Strategies Library Board will use to meet objective:**

- 1) Participate in the New York State and Local Retirement System
- 2) Provide appropriate financial compensation for staff
- 3) The Finance Committee shall meet with the Director in June to review the next year's proposed budget, including the new compensation plans
- 4) Director shall maintain and review Health Plan(s) annually for budget planning recommendations
- 5) Develop a plan to provide funds for attending National and State conferences and conventions as part of staff development

**OBJECTIVE 3: TO ESTABLISH AND MAINTAIN A COHESIVE, POSITIVE, AND STRONG INTERDEPENDENT RELATIONSHIP WITH MEMBERS OF THE LIBRARY COMMUNITY.**

**Strategies Library Board, Staff, and Friends will use to meet objective:**

- 1) Each board committee will have a representative from the Library Staff
- 2) A staff member and a Friends liaison will attend and report at each Board meeting

**OBJECTIVE 4: TO ALWAYS PRESENT AND MAINTAIN A UNITED AND POSITIVE IMAGE OF THE LIBRARY**

**Strategies Library Board, Staff, and Friends will use to meet objective:**

- 1) Ensure that all members of Library community are kept informed of all Library related issues, except confidential issues
- 2) All associated with the library will be friendly and respectful when in the library or on library grounds

**Goal 8: The Library will model and promote environmental sustainability through responsible operations, resource conservation, and community leadership.**

**OBJECTIVE 1: REDUCE THE LIBRARY'S ENVIRONMENTAL IMPACT THROUGH ENERGY EFFICIENCY AND SUSTAINABLE INFRASTRUCTURE.**

**Strategies Library Board and Staff will use to meet objective:**

- 1) Maintain and expand the use of renewable energy systems, including solar and geothermal, to reduce reliance on non-renewable energy sources.
- 2) Incorporate energy-efficient systems and appliances in all facility upgrades, maintenance, and future expansion projects.
- 3) Evaluate and implement operational practices that reduce overall energy consumption.
- 4) Plan for long-term resilience by aligning infrastructure improvements with environmental sustainability and emergency preparedness goals.

**OBJECTIVE 2: CONSERVE NATURAL RESOURCES THROUGH RESPONSIBLE DAILY OPERATIONS.**

**Strategies Library Staff will use to meet objective:**

- 1) Reduce paper consumption through increased use of digital communication, recordkeeping, and promotional materials.
- 2) Implement environmentally responsible purchasing practices, prioritizing sustainable and reusable products.
- 3) Encourage recycling and waste reduction practices among staff and patrons.
- 4) Regularly assess library operations to identify opportunities for improved efficiency and reduced resource use.

**OBJECTIVE 3: SERVE AS A COMMUNITY MODEL FOR SUSTAINABLE PRACTICES AND ENVIRONMENTAL STEWARDSHIP.**

**Strategies Library Board, Staff, and Friends will use to meet objective:**

- 1) Maintain library grounds using native plantings with an emphasis on native pollinator-friendly species.
- 2) Reduce or eliminate the use of chemical treatments in landscaping and groundskeeping where feasible.
- 3) Provide educational programming and resources related to sustainability, conservation, and environmental awareness.
- 4) Demonstrate sustainable practices in visible and practical ways to encourage community adoption.

Adopted by the Board of Trustees: August 3, 2005  
Revised by the Board of Trustees: September 24, 2008  
Revised by the Board of Trustees: November 28, 2018  
Revised by the Board of Trustees: May , 2026

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 18 OF 2026

Payment of Claims  
April 1, 2026 to April 30, 2026

WHEREAS, the total of all claims for payment, excluding wages and taxes, from April 1, 2026 to April 30, 2026 is \$18,813.21.

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 April 1, 2026 to April 30, 2026 items in the amount of \$18,813.21.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Martha Farrell Seconded: Don Canagher

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 2 Absent: 0

Approved by the Board this Tuesday, May 26, 2026

Approving Signature: Larry Decker  
Larry Decker, Board President

**Town of Esopus Library  
Check Listing  
April 2026**

Transaction Type	Date	Num	Name	Memo	Clr	Split	Credit
Check	04/07/2026	5717	Elaine Jaffe	V26-131	R	A7410.422 & 424 Programming:Community Garden	47.37
Check	04/07/2026	5718	Herzogs	V26-132	R	A7410.422 & 424 Programming:Community Garden	129.72
Check	04/07/2026	5719	Central Hudson	V26-133	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Utilities:A7410.452 Electric	98.88
Check	04/07/2026	5720	Port Ewen Water/Sewer District	V26-134	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Utilities:A7410.452 Water & Sewer	47.57
Check	04/07/2026	5721	Royal Carting Service Co	V26-135	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Trash	146.43
Check	04/07/2026	5722	National Business Technologies.	V26-136	R	A7410.23 Equipment:A7410.2439 Printer/Copier	48.39
Check	04/07/2026	5723	Charter Communications	V26-137	R	-Split-	298.53
Check	04/07/2026	5738	Amazon	V26-116	R	A7410.422 & 424 Programming:Childrens Programs	15.58
Check	04/07/2026	5739	Ingram Library Services	V26-117	R	A7410.412.06 Collection:6 Print Material - Books:A7410.410 Juvenile Non-Fiction	80.31
Check	04/07/2026	5740	Demco	V26-118	R	A7410.418 Office & Library Supp:A7410.430 Library Supplies	116.37
Check	04/07/2026	5741	Amazon	V26-119	R	A7410.422 & 424 Programming:Adult Programs	19.98
Check	04/07/2026	5742	Friends of the Town of Esopus Library	V26-120	R	A9885 Friends Exp. Exchange	120.50
Check	04/07/2026	5743	Lynnda Keyes	V26-121	R	A7410.422 & 424 Programming:Adult Programs	100.00
Check	04/07/2026	5744	Liberty Security System	V26-127	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Security System	76.00
Check	04/07/2026	5765	Mid-Hudson Library System	V26-128	R	A7410.436 MHL'S:General Assessment Fee	3,159.20
Check	04/07/2026	5746	Jesse Chance	V26-129	R	A7410.437 Professional Expense:A7410.437 Training Education:A7410.437 Training Travel (Q24)	85.65
Check	04/07/2026	5747	Kingson Library	V26-130	R	A9885 InterLibrary Exp Exchange	14.46
Check	04/15/2026	5749	Amazon	V26-138	R	-Split-	80.39
Check	04/15/2026	5750	National Business Technologies	V26-139	R	A7410.23 Equipment:A7410.2439 Printer/Copier	271.22
Check	04/15/2026	5760	Al Larkin & Son, Inc.	V26-140	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Grounds:A7410.452 Snow Removal	1,110.00
Check	04/15/2026	5761	WZ Accountants	V26-141	R	A7410.437 Professional Expense:A7410.437 Professional Fees:A7410.437 Accountant	400.00
Check	04/15/2026	5762	Amazon	V26-144	R	A7410.412.06 Collection:6 Print Material - Books:A7410.410 Young Adult Non-Ficti	45.68
Check	04/15/2026	5763	Friends of the Town of Esopus Library	V26-147	R	-Split-	143.00
Check	04/15/2026	5764	Charlotte Svetkey	V26-148	R	A7410.422 & 424 Programming:Childrens Programs	25.79
Check	04/15/2026	EFT April	CDPHP	V26-149	R	A7410.12.01 Staff:4 Employee Benefits:A7410.800 Health & Maj. Med.	3,860.18
Check	04/21/2026	5766	Visa	V26-152	R	-Split-	2,062.69
Check	04/21/2026	5767	Lorelei Cleroux	V26-153	R	A7410.437 Professional Expense:A7410.437 Professional Fees:A7410.437 Bookkeeper	990.00
Check	04/21/2026	5768	Amazon	V26-151	R	A7410.422 & 424 Programming:Adult Programs	77.11
Check	04/23/2026	EFT	Wage Works - Admin	V26-184	R	A7410.12.01 Staff:4 Employee Benefits:A7410.800 Health & Maj. Med.	36.00
Check	04/29/2026	5769	Amazon	V26-142	R	A7410.412.06 Collection:6 Print Material - Books:A7410.410 Adult Fiction	316.93
Check	04/29/2026	5770	Amazon	V26-143	R	A7410.412.06 Collection:6 Print Material - Books:A7410.410 Young Adult Fiction	70.31
Check	04/29/2026	5771	Central Hudson	V26-155	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Utilities:A7410.452 Electric	882.63
Check	04/29/2026	5772	Dutchess TEKCON Industries, Inc.	V26-156	R	A7410.413 Operation & Maint:13 Repairs:A7410.413 HVAC Repairs	210.00
Check	04/29/2026	5773	KW Cross Connection Control LLC	V26-157	R	A7410.413 Operation & Maint:16 Oper/Maint - non-repair:A7410.452 Grounds:A7410.52 Other Grounds	425.00
Check	04/29/2026	5774	Putnam Valley Library	V26-158	R	A2082 Library Charges:A2082.7 Library Replacements	30.00

**Town of Esopus Library**  
**Check Listing**  
**April 2026**

Transaction Type	Date	Num	Name	Memo	Clr	Split	Credit
Check	04/29/2026	5775	Kingston Library	V26-159		A2082 Library Charges:A2082.7 Library Replacements	10.00
Check	04/29/2026	5776	Friends of the Town of Esopus Library	V26-160		A9855 Friends Exp. Exchange	203.25
Check	04/29/2026	5777	Ingram Library Services	V26-161		A7410.412.06 Collection:6 Print Material - Books:A7410.410 Juvenile Non-Fiction	91.74
Check	04/29/2026	5778	Ingram Library Services	V26-162		A7410.412.06 Collection:6 Print Material - Books:A7410.410 Juvenile Non-Fiction	73.65
Check	04/29/2026	5779	Barbara Wurtz	V26-165		A7410.12.01 Staff:4 Employee Benefits:A7410.800 Health & Maj. Med.	223.23
Check	04/29/2026	5780	Amazon	V26-166		A7410.422 & 424 Programming:Adult Programs	13.59
Check	04/29/2026	5781	Hudson River Maritime Museum	V26-167		A7410.422 & 424 Programming:Museum Passes	100.00
Check	04/29/2026	5782	Amazon	V26-168		-Split-	251.58
Check	04/29/2026	5783	Health Equity	V26-174		A7410.12.01 Staff:4 Employee Benefits:A7410.800 Health & Maj. Med.	1,638.64
Check	04/29/2026	5783	Health Equity	V26-174		A7410.12.01 Staff:4 Employee Benefits:A7410.800 Health & Maj. Med.	1,032.41
Check	04/30/2026	EFT	Wage Works - Care Card	V26-183	R		19,279.96

Wednesday, May 06, 2026 04:07:38 AM GMT-7

- Friends 4166.75  
\$18,813.21

Year April 2026

Town ofopus Library  
Voucher Log

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V26-127	Liberty Security Service	44733	4/1/26	Shirley Peltone	76.00
V26-128	MHLS (2nd Qtr)	3033	4/1/26	Shirley Peltone	3159.20
V26-129	Jesse Chance	Truvel 20-Form	11/8/24	Shirley Peltone	85.65
V26-130	Kingston Library	Dir Reg	4/8/26	Shirley Peltone	14.46
V26-131	Elaine Jaffe	Receipt	4/8/26	Shirley Peltone	47.37
V26-132	Herzog's	Receipt	4/8/26	Shirley Peltone	129.72
V26-133	Central Hudson (5196)	Bill	4/8/26	Shirley Peltone	98.88
V26-134	Port Ewen Water Sewer	Bill	4/8/26	Shirley Peltone	47.57
V26-135	Royal Carting	Bill	4/8/26	Shirley Peltone	146.43
V26-136	National Bus. Tech. (owned)	3939	4/8/26	Shirley Peltone	48.39
V26-137	Charta Com. (Spectrum)	0126	4/8/26	Shirley Peltone	298.53
V26-138	Amazon	5685	4/8/26	Shirley Peltone	80.39
V26-139	National Bus. Technologies	0972	4/8/26	Shirley Peltone	271.22
V26-140	Al Larkin & Sons	Bill	4/8/26	Shirley Peltone	110.00
V26-141	WZ Accountant	6998	4/8/26	Shirley Peltone	400.00
V26-142	Amazon	(H)	4/29/26	Shirley Peltone	
V26-143	Amazon	(H)		Ann Leaman	70.34
V26-144	Amazon	LSL8	4/29/26	Shirley Peltone	45.68
V26-145	Ingram Juvenile Fiction	(H)			
V26-146	Ingram Juvenile NonFiction	(H)			
V26-147	Town ofopus Friends	Spent	4/29/26	Shirley Peltone	143.00
V26-148	Charlotte Suterley	Receipt	4/29/26	Shirley Peltone	25.79
V26-149	DPAID- Medical	Bill	4/29/26	Shirley Peltone	3860.18
V26-150	Amazon	(H)			
V26-151	Amazon	DHG V	4/22/26	Ann Leaman	77.11

Year April 2026

Voucher	Vendor	Initial	Invoice Ending	Audit Signature	Audit Date	AMT
V26-152	VISA	DMC	Bill	Elaine Rylander	4/23/26	2062.69
V26-153	Korelei Cleroux	DMC	122	Elaine Rylander	4/22/26	990.00
V26-154	Mohawk Preserve	CS	LOA	AMM	5.7.26	150.00
V26-155	Central Hudson	MB	bill	Elaine Rylander	4/29/26	882.63
V26-156	Dutchess Storm Sewer	MB	bill	Elaine Rylander	4/29/26	210.00
V26-157	PLM Buzz Construction	MB	bill	Elaine Rylander	4/29/26	425.00
V26-158	William Valley Highway	MB	Mich/Reg	Elaine Rylander	4/29/26	30.00
V26-159	Kingsport Highway	MB	Mich/Reg	Elaine Rylander	4/29/26	10.00
V26-160	Trinidad Highway	MB	Mich/Reg	Elaine Rylander	4/29/26	203.25
V26-161	Spemann	MB	Mich/Reg	Elaine Rylander	4/29/26	91.94
V26-162	Spemann	MB	Mich/Reg	Elaine Rylander	4/29/26	73.65
V26-163	NUFTY SCIENTISTS	CS	LOA	Elaine Rylander	5.7.26	375.00
V26-164	NUFTY SCIENTISTS	CS	LOA	Elaine Rylander	4/29/26	223.23
V26-165	NVP Medical	BBW		Elaine Rylander	4/29/26	13.59
V26-166	AMAZON	MM		Elaine Rylander	5/4/26	
V26-167	William Valley Highway	MB		Elaine Rylander	4/29/26	
V26-168	William Valley Highway	MB		Elaine Rylander	4/29/26	
V26-169	William Valley Highway	MB		Elaine Rylander	5/4/26	
V26-170	AMAZON	MB		Elaine Rylander	5/4/26	13.88
V26-171	Amazon - Susense	JC		Elaine Rylander	5.7.26	<del>221.15</del> 211.15
V26-172	Amazon - Self Fantasy	JC		Elaine Rylander	5/4/26	175.01
V26-173	Amazon - Non-Fic	JC		Elaine Rylander	5.7.26	363.21
V26-174	Health Equity	JC		Elaine Rylander	4/29/26	1638.64
V26-175	AMAZON	MB		Elaine Rylander	5/4/26	370.76
V26-176	Philly Sports & Services	MB		Elaine Rylander	5.4.26	1100.00

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

Resolution 23 of Year 2026

Memo of Understanding with the Friends of the Town of Esopus Library

WHEREAS, the Friends of the Town of Esopus Library provide valuable support to the library through their work and advocacy within the community.

WHEREAS, it is important for both the Friends and the library to understand and agree upon their separate roles in the library.

WHEREAS, it is important to have active communication between the friends and the library.

RESOLVED, the Board of Trustees of the Town of Esopus Library approves the Memo of Understanding between the Town of Esopus Library and the Friends of the Town of Esopus Library and authorizes the Director and President to sign on the Library's behalf.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Martha Fanell Seconded: Don Canogler

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused 2 Absent 0

Approved by the Board this Tuesday, May 26, 2026

Approving Signature: Larry Decker  
Larry Decker, Board President



#### MEMORANDUM OF UNDERSTANDING WITH THE FRIENDS GROUP AND TOWN OF ESOPUS LIBRARY

The following will constitute an operating agreement between the Friends Group of the Town of Esopus and the Town of Esopus Library.

It will stand until and unless it is modified by mutual agreement of the Friends executive board and the Town of Esopus Library.

The Friends Group mission is to raise money and public awareness in the community to support the services and programs of the Library. As a non-profit, 501(c)(3) organization, however, it is a legally distinct entity and is not a part of the Library.

The Library agrees to include the Friends Group in the long-term planning process to ensure that the Friends Group are aware of the goals and direction of the Library.

The Library agrees to share with the Friends Group the library's strategic initiatives at the beginning of each fiscal year and discuss with Friends how their resources and support might help forward these initiatives.

The Library agrees to supply the Friends Group with a "wish list" each year that indicates the anticipated needs for Friends Group support.

The Library agrees to provide the Friends Group with staff support to assist them with development of the newsletter, mass mailings, meeting coordination, and Friends Group promotional materials.

The Library agrees to provide public space for Friends Group membership brochures and promotional materials.

The Library agrees to provide the Friends Group with space in the Library for book storage and sorting, book sales, and office needs.

The Friends Group agrees to publicly support the Library and its policies.

The Friends Group agrees to include a member from the library's administration and the board of trustees as a non-voting presence at all Friends' Group meetings and to allow room on the agenda for a library report.

The Friends Group agrees that any and all monies raised will be spent exclusively for library programs, services, and other Library defined needs unless otherwise agreed to by both the Friends Group and the Library.

The Friends Group agrees that the library administration has the final say in accepting or declining any and all gifts made to the library.

The Friends Group agrees to engage in advocacy efforts on behalf of the Library under the guidance of the Library and the Library's Board of Trustees.

The Friends Group agrees that if they cease to actively fundraise and promote the Library, they will disband, allowing for a new Friends Group to be established in the future.

Agreed to on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

By:

\_\_\_\_\_  
President of the Board of Trustees

\_\_\_\_\_  
Library Director

\_\_\_\_\_  
President, Friends Group