

Town of Esopus Library
February Board of Trustees Meeting
Monday, February 27, 2023

Agenda

Call to order	Don Carragher
Approval of January Board Meeting Minutes and February Emergency Board Meeting Minutes	
President's Word	Don Carragher
Public Comment	Public
Treasurer's Report/Finance Committee	Reggie Heffernan
Director's Report	Shannon Powell
Friends	Susan Leiching
Committees	
1. Buildings and Grounds – Larry Decker	
2. Governance and Personnel / Trustee Training – Nancy Beranek	
3. Sustainability, Research and Development – Don Carragher	

Adjournment

Resolutions:
2023-11 – Payment of January Claims

**TOWN OF ESOPUS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
January 24, 2023**

Board Members Present: Reggie Heffernan, Nancy Beranek, Susan Barbarisi, Susan Leiching, Don Carragher, Larry Decker, Elaine Rylance and Laura Lauria

Board Members Excused:

Board Members Absent:

Staff Present: Brooke Dittmar, 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 6:03 p.m. Don introduced Elaine Jaffe as someone who is interested in becoming a Trustee. She spoke for a few minutes about herself and her background.

Don spoke to the public in attendance and reviewed how the meeting would go.

II. APPROVAL OF MEETING MINUTES

Written minutes for the December monthly Board meeting held on December 27, 2022 and the Emergency Board Meeting held on January 11, 2023 were submitted and open for review.

A motion to accept the updated minutes of the December monthly Board meeting held on December 27, 2022 was made by Susan Barbarisi and seconded by Reggie Heffernan.

AYE: 8; NO: 0; ABSTAIN: 0

Board Members Excused: 0

Board Members Absent: 0

A motion to accept the minutes of the Emergency Board Meeting held on January 11, 2023 was made by Elaine Rylance and seconded by Susan Leiching.

AYE: 8; NO: 0; ABSTAIN: 0

Board Members Excused: 0

Board Members Absent: 0

III. Presidents Word – Don Carragher

Don mentioned that it would be good to review the MHLS bulletin. It contained a wealth of information. He saw an article about something that occurred at the Scarsdale Library. MHLS suggested making sure you have all your policies are updated. He also said that it would be wise to have clear descriptions of what each staff members' job entails. There was a new policy statewide for Trustees that requires 2 hours of new training each year. There is an update of the training policy that the Governance and Personnel Committee are discussing right now.

IV. Public Comment

Tim Bruck spoke that he has 9 letters from former employees discussing the abuse that Brooke Dittmar has given and they hope that this situation will come to an end now.

V. TREASURER'S REPORT/FINANCE – Reggie Heffernan

Written report was submitted. The Finance Committee reviewed the claims for the past month which totaled \$47,088.08. The committee presented the following resolutions for approval:

- **Resolution #02 of 2023 (Payment of December Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from December 1, 2022 to December 31, 2022 for items in the amount of \$47,088.08. A motion to accept the resolution was made by Nancy Beranek and seconded by Larry Decker.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0
- **Resolution #03 of 2023 (Lukatis Donation):** The Board of Trustees of the Town of Esopus Library accepts the quarterly share of income in the amount of \$1193.95 from the Lukatis Trust into the operating funds for the library. A motion to accept the resolution was made by Susan Leiching and seconded by Elaine Rylance.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0
- **Resolution #04 of 2023 (Acceptance of Foundation Donation):** The Board of Trustees of the Town of Esopus Library accepts the annual monetary donation from the Foundation in the amount of \$53,196.00 and approves the addition to the General Fund of the 2023 Operating Budget. A motion to accept the resolution was made by Larry Decker and seconded by Nancy Beranek.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0
- **Resolution #05 of 2023 (Acceptance of PILOT Payment):** The Board of Trustees of the Town of Esopus Library accepts funds of \$4527.00 from the Town of Esopus and will deposit the monies into the Town of Esopus Library's 2023 Operating Fund. A motion to accept the resolution was made by Susan Barbarisi and seconded by Susan Leiching.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0

VI. DIRECTOR'S REPORT – Brooke Dittmar, Director

Written report submitted. The electrical work for the outside lights will be completed in a few weeks. The entire staff took an Opioid Overdose Training provided by the Office of Addiction Services and Support. We also joined a new service called the NYS Talking Book and Braille Library. Overdue, the Library's house band held its first concert in quite a while. We are starting to compile the information for the Annual Report to the State.

VII. FRIENDS --Susan Leiching

Friends did not meet in January. Friends will be starting the membership drive. In February they will have a box for donations of items that the teachers from Robert Graves Elementary school need. These are items that teachers tend to purchase out of their pocket for the children. There will be a list of suggested items.

VIII. COMMITTEE REPORTS

- **Buildings and Grounds** – Don Carragher
Written report was submitted. Don has compiled a list of items that have not been completed. These will be worked on throughout the year.
- **Governance and Personnel** – Nancy Beranek
Written report submitted. Nancy reviewed the meeting minutes. The committee is also looking at the holiday policy.
- **Sustainability, Research and Development** - Don Carragher
The committee did not meet. There was an Emergency Board Meeting instead on that date.

Don made a motion to go into executive session at 6:33 pm and Susan Barbarisi seconded. The executive session ended at 7:30 pm. Reggie Heffernan made a motion to close executive session and Nancy Beranek seconded.

Two documents were discussed along with 5 resolutions. Don read the titles of the resolutions. Number 6, 7, 8, 9 and 10.

The last two resolutions were pulled so that they are not voted on this evening. Don asked if anyone wanted him to read the body of the resolutions.

A Proposed Settlement and letter was given to Brooke Dittmar. Brooke was asked to consider thoughtfully, this settlement. She has 21 days maximum to respond. February 14th is the last day to decide. The Board has put Brooke on a 21 day administrative leave of absence. They asked her to collect her personal items and turn over her keys and any other library items. The letter and settlement will be emailed and mailed to her as well.

IX. Trustee Training – Don Carragher and Nancy Beranek

There was no trustee training this evening. See Presidents word above regarding MHLS Trustee Training.

- **Resolution #06 of 2023 (Acceptance of Proposed Severance Agreement and General Release and Waiver):** The Board of Trustees of the Town of Esopus Library agree that the proposed Severance Agreement and General Release and Waiver as well as a letter to the Director, Brooke Dittmar, regarding Proposed Settlement Agreement will be presented to the Director, Brooke Dittmar, at the January 24, 2023 Board of Trustee of the Town of Esopus Library Board Meeting. A motion to accept the resolution was made by Larry Decker and seconded by Nancy Beranek.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: 0

Board Members Absent: 0

- **Resolution #07 of 2023 (Administrative Leave of Director):** The Board of Trustees of the Town of Esopus Library has determined that the Director, Brooke Dittmar, will be placed on administrative leave with pay for three weeks / twenty-one days until February 14, 2023. A motion to accept the resolution was made by Elaine Rylance and seconded by Susan Leiching.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: 0

Board Members Absent: 0

- **Resolution #08 of 2023 (Authorizing the Appointment of Ben Gocker to the Position of Provisional Director):** The Board of Trustees of the Town of Esopus Library agree to appoint Ben Gocker as the Provisional Director of the Town of Esopus Library. A motion to accept the resolution was made by Susan Barbarisi and seconded by Elaine Rylance.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: 0

Board Members Absent: 0

X. ADJOURNMENT

There being no further business or discussion, Reggie Heffernan made a motion to adjourn and it was seconded by Nancy Beranek. The meeting was adjourned at 7:41 p.m.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: 0

Board Members Absent: 0

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

**TOWN OF ESOPUS LIBRARY
BOARD OF TRUSTEES EMERGENCY MEETING MINUTES
February 13, 2023**

Board Members Present: Reggie Heffernan, Nancy Beranek, Susan Barbarisi, Susan Leiching, Don Carragher, Larry Decker and Elaine Rylance

Board Members Excused:

Board Members Absent: Laura Lauria

Staff Present: Mary Garraty, Shannon Powell

I. CALL TO ORDER –

The Board meeting of the Town of Esopus Library Board of Trustees was called to order by President Don Carragher at 5:01 pm.

The Assistant Director, Ben Gocker, informed the Board that he was resigning from his position. The Governance and Personnel Committee offered up the resolutions listed below.

- **Resolution #09 of 2023 (Personnel Action – B. Gocker):** The Board of Trustees of the Town of Esopus Library agree to the personnel actions resolution. A motion to accept the resolution was made by Larry Decker and seconded by Reggie Heffernan. AYES: 7; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: Laura Lauria
- **Resolution #10 of 2023 (Additional Duties for Shannon Powell):** The Board of Trustees of the Town of Esopus Library accepts and approves compensation awarded to Shannon Powell for the additional administrative duties of the Town of Esopus Library until which time as a new/additional staff is hired. A motion to accept the resolution was made by Reggie Heffernan and seconded by Elaine Rylance. AYES: 7; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: Laura Lauria

The Board discussed the next steps immediately following the deadline date of February 14, 2023 of Brooke's decision regarding the severance offer provided to her on January 24, 2023. Resolution 11, listed below, was drafted and approved in preparation of the event that no

decision from the Director was received from the library's attorney's office by the end of business on February 14th, 2023.

- **Resolution #11 of 2023 (Administrative Leave of Director Extended without pay):**
The Board of Trustees of the Town of Esopus Library has determined that the Director, Brooke Ditmar, will have her administration leave extended until February 28, 2023 without pay and at which time all benefits will be terminated. A motion to accept the resolution was made by Susan Leiching and seconded by Nancy Beranek.
AYES: 7; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: Laura Lauria

In the event that an agreement was reached by the library's attorney's office by the end of the day on February 14th, the above listed resolution, Resolution 11, would be destroyed as it was no longer needed.

The Board agreed to the appointment of Elaine Jaffe as a new Trustee that will be filling in the remainder of an existing term.

There was a request to move the February Board of Trustee meeting from February 28th to February 27th. This request was approved.

X. ADJOURNMENT

There being no further business or discussion, Susan Leiching made a motion to adjourn and it was seconded by Nancy Beranek. The meeting was adjourned at 6:30 p.m.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: 0

Board Members Absent: Laura Lauria

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

Town of Esopus Library

Buildings and Grounds Committee

February 6, 2023

4pm

Attending: Larry Decker, Nancy Beranek, Don Carragher, Shannon Powell and Laura Lauria

No absentees

Nancy brought up that we need a clock replacement in the Community Room. Larry volunteered to purchase one.

Discussed some of the items on our "to do" list

- It was decided that we will leave the wooden library sign right where it is.
- Discussed Pond maintenance (algae mats & bacteria blocks in particular)
- Cleaning up tree line before June
- Server tile needs replacing in server room.
- Bulge in back wall needs to be fixed. Don will address it.
- New Deck furniture. Bench still needs sealing which Don will do in the Spring.

Fire Inspector report needs to be found and addressed

Survey maps need to be found. Shannon will look for them.

It was mentioned that we should create two lists...one for annual Summer Chores and one for Winter.

Toured back storage area and discussed future options. Plan to add tool shed to garden area to accommodate tools and hoses now stored here.

The next Building and Grounds meeting is scheduled for March 13, 2023 at 4:00 pm

Submitted, Larry Decker

**Town of Esopus Library
Finance Committee Minutes
February 9, 2023**

Attendance: Susan Leiching, Reggie Heffernan, Susan Barbarisi, Elaine Rylance, Don Carragher, Nancy Beranek, Ben Gocker

The payment of claims for \$15,692.70 was reviewed by the Finance committee and a resolution for approval by the Board of Trustees will be presented to the Board at the February meeting.

Ben discovered in the past week that our accounting firm, Christopher J O'Connor, CPA , closed its Kingston office without notice. However, the head accountant of the firm, Rose Woodworth, has opened a new firm, Woodworth and Zaronolnick Accountants Inc, and she does have access to all of our previous records. The committee agreed that at this time we need to ensure as much financial stability as possible. We agreed to sign an agreement with Woodworth and Zaronolnick Accountants Inc. to be our accounting firm for the next year at the rate of \$550/month.

Because Ben will be leaving his position of assistant director effective February 11, 2023, the committee agreed that our best option to keep the library open was to ask our current children's programmer Shannon Powell to take on additional responsibilities until such time as we hire a new library director. To compensate for her time the committee agreed to pay her a temporary salary of \$1200.00/month. (Reggie called her in the evening to provide the details to which she verbally agreed).

Our next order of business will be to develop our 2024 budget in order that the community will be able to vote on it in June. Ben reminded us that according to the sustainability matrix we use, we should be paying staff based on the current Ulster County living wage calculator. We made some rough estimates of what that would look like. Further the 2023 budget and actual numbers spent in 2022 were distributed for the committee to review. We will spend our next meeting developing the budget for approval next month.

Respectfully submitted,
Reggie Heffernan, Treasurer

**Next Meeting
Thursday, March 9th
4 pm**

Town of Esopus Library
Governance and Personnel Committee
February 7, 2023

Attendance: Nancy Beranek, Don Carragher, Susan Leiching, Reggie Heffernan, Laura Lauria, Shannon Powell, Ben Gocker, Mary Garraty

The committee has requested a resolution for Ben's resignation. He has submitted a resignation date of February 11, 2023.

The committee discussed the Library Manager position as well as Shannon's upcoming additional responsibilities. The Finance committee will discuss a wage increase for Shannon for performing the additional duties. The committee also discussed additional responsibilities for Barbara.

Brooke's attorney countered the offer that she received. The Trustees are not changing their original severance offer.

The committee will be reviewing the following policies next month:

1. Exhibits and Postings
2. Public Relations
3. Release of Public Statements by the Board

Trustee Training:

- There is a trustee training event on February 21, 2023 from 5:00 pm to 6:30pm. The title of the webinar is Open Meeting Law. Pizza is planned for this event.

Respectfully submitted,
Nancy Beranek

Town of Esopus Library
February 8, 2023

Sustainability, Research & Development
4:00 pm

The Sustainability, Research and Development Committee did not meet this month.

Submitted by Don Carragher

Next meeting is scheduled for March 8th at 4:00 pm

Town of Esopus Library – Directors Report February 27, 2023

It certainly has been a month of change, both inside and out of the library!

Ben and I were able to work on the NYS Annual Report collaboratively, and I submitted it to MHLS for review on 2/15. This report is done to analyze materials, usage and programming offered by our library. Of particular interest, in the 2022 year, children's book circulation increased by 20%! This is clear evidence that programs returning to in-person at the library has helped to increase general circulation and foot traffic.

The outside electrical lights and lamp heads have been replaced; our driveway is much brighter and more efficiently lit in the night hours. It does make a big difference when you are leaving or entering the building in the evening.

The library celebrated "take your child to the library day" with a folk music performance from local entertainer, Jason Vance. It was a great program that included the themes of ancestors and black history month; it was wonderful to see many children and families in the library. I would love to add him to our calendar as often as possible!

We have begun accepting applications for the Community Garden; we have one returning garden manager this year, as well as a new one who was recommended by a previous garden manager. We opened the application process earlier this year at the recommendation of our garden managers, as they said the gardeners have expressed getting in earlier to prepare their plot would be helpful (not to mention it feels like spring in February).

Chair Yoga returns to the library in March! This program is always well attended and inquired about whenever we have a break. Yoga Kathy is returning for her first in-person sessions since the onset of COVID-19, however we will continue to broadcast on Zoom for those who prefer to participate from their homes.

The reopening of the Duck Pond Gallery has been enjoyed by community members. We are currently in the midst of our second month-long gallery display, with the third beginning later this week. Stop by and check out some of the amazing art displayed in the community room.

We are continuing to work on our weeding project that Ben began; Laura is compiling the lists of material that have not been checked out in 7 years (or more) and circulation desk staff are working to pull those titles and make decisions on what should be maintained or taken out of circulation. I have signed up both Laura and Josie for a training March 9th about diversifying collections and best practices for weeding.

MHLS has begun using a service called Tixkeeper, which allows patrons to request tickets to museums that individual libraries possess. Some of these include Bethel Woods, the Aerodome, and the FDR museum. Currently, our library only has passes to Mohonk Preserve, however we

are researching renewing our passes to Guggenheim and Boscobel, as we previously had offered them and we have many patrons inquire about them.

Newspaper subscriptions have returned to the library! The library is currently receiving the NY Times, and our Wall Street Journal subscription is currently processing.

Respectfully submitted,

 2/21/23

Interim Library Manager

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 06 of Year 2023

Acceptance of Proposed Severance Agreement and General Release and Waiver

WHEREAS, the Attorney of Record, Ellen Bach, Esq. and associates at Whiteman, Osterman & Hanna, LLP have provided a proposed Severance Agreement and General Release and Waiver as well as a letter to the Director, Brooke Dittmar, regarding Proposed Settlement Agreement.

WHEREAS, the Board of Trustees of the Town of Esopus Library have reviewed both of the above mentioned documents and agree with the contents of both documents.

RESOLVED, the Board of Trustees of the Town of Esopus Library agree that the proposed Severance Agreement and General Release and Waiver as well as a letter to the Director, Brooke Dittmar, regarding Proposed Settlement Agreement will be presented to the Director, Brooke Dittmar, at the January 24, 2023 Board of Trustee of the Town of Esopus Library Board Meeting.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Larry Decker Seconded: Nancy Beranek

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

Approved by the Board this Tuesday, January 24, 2023

Approving Signature: Don Carragher
Don Carragher, Board President

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 07 of Year 2023

Administrative Leave of Director

WHEREAS, the Board of Trustees has received reports of personnel issues with the Director, Brooke Dittmar, and performed an investigation.

WHEREAS, the Board and the Director, Brooke Dittmar, have entered into severance discussions and the Board has presented a settlement agreement to the Director, Brooke Dittmar.

WHEREAS, the Town of Esopus Board of Trustees has determined that the Director, Brooke Dittmar, has been asked to resign.

RESOLVED, the Board of Trustees of the Town of Esopus Library has determined that the Director, Brooke Dittmar, will be placed on administrative leave with pay for three weeks / twenty-one days until February 14, 2023.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Rylance Seconded: Susan Leitching

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

Approved by the Board this Tuesday, January 24, 2023

Approving Signature: Don Carragher
Don Carragher, Board President

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 08 of Year 2023

Authorizing the Appointment of Ben Gocker to the Position of Provisional Director

WHEREAS, the Board of Trustees needs to appoint a Provisional Director for the Town of Esopus Library.

WHEREAS, the Town of Esopus Board of Trustees is appointing the current Assistant Director, Ben Gocker, as Provisional Director for the Town of Esopus Library until such time a final decision can be made regarding the Director position.

WHEREAS, a temporary compensation of \$ 75,000.00 per annum will be awarded to Ben Gocker for the period of time that he is a Provisional Director.

RESOLVED, the Board of Trustees of the Town of Esopus Library agree to appoint Ben Gocker as the Provisional Director of the Town of Esopus Library.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Susan Barbarisi Seconded: Elaine Rylance

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

Approved by the Board this Tuesday, January 24, 2023

Approving Signature: Donold Carragher
Don Carragher, Board President

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 10 of Year 2023

Additional Duties for Shannon Powell

WHEREAS, the Assistant Director has resigned from the Library

WHEREAS, Shannon Powell will be taking on additional administrative duties.

WHEREAS, Shannon Powell will be compensated with a new wage of \$1200.00 per week until such time that the additional administrative duties are no longer needed.

RESOLVED, the Board of Trustees of the Town of Esopus Library accepts and approves compensation awarded to Shannon Powell for the additional administrative duties of the Town of Esopus Library until which time as new/additional staff is hired.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Reggie Heffernan Seconded: Elaine Rylance

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 0 Absent: 1

Approved by the Board this Monday, February 13, 2023

Approving Signature: Don Carragher
Don Carragher, Board President

Resolution of the Board of the Town of Esopus Library

Resolution 09 of the Year 2023

Personnel Actions

Recommended By Director

Pending Personnel Action Detailed in table below.

Name/Number	Civil Service Title	Type of Action	Effective Date(s)	Wages
Ben Gocker	Assistant Library Director	Resignation	2/11/23	

Action Requested **MOVED** that the Board of Trustees of the Town of Esopus Library District approve the personnel actions listed above including retroactive pay to date of hire.

Motion Moved Larry Decker

 Seconded Reggie Heffernan

Result of Action In Favor 7

 Against φ

 Abstaining φ

 Excused φ

 Absent 1

Approved by the Board this Monday, February 13, 2023

Approving Signature: Donald Carragher
Don Carragher, Board President

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 11 OF 2023

Payment of Claims
January 1, 2023 to January 31, 2023

WHEREAS, the total of all claims for payment, excluding wages and taxes, from January 1, 2023 to January 31, 2023 is \$15,692.70.

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

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

RESOLVED, the Board of the Town of Esopus Library accepts and approves the payment of these January 1, 2023 to January 31, 2023 items in the amount of \$15,692.70.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Susan Leiching Seconded: Elaine Rylance

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

Approved by the Board this Monday, February 27, 2023

Approving Signature: Donald Carragher
Donald Carragher, Board President

January
Year 2023

Town of Hudson Library
Voucher Log

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2022

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V23-0480	Starlight	Agreement	1.10.23	Don Learner	350.00
V23-0481	Friends	Split Sheet	1.10.23	Don Learner	52.00
V23-0482	Port Ewen Water & Sewer	Bill	1.10.23	Don Learner	54.72
V23-0483	Delta Dental	01121	1.10.23	Don Learner	254.85
V23-0484	Hoopla	6466	1.10.23	Don Learner	300.12
V23-0485	Mid-Hudson Library System	913	1.10.23	Don Learner	214.42
V23-0486	Spectrum Business	2722	1.10.23	Don Learner	249.99
V23-0487	T-Mobile	Bill	1.10.23	Don Learner	179.16
V23-0488	Shelter Point Life Insurance	Bill	1.10.23	Don Learner	1877.80
V23-0489	Christopher O'Connor, CPA	3180	1.10.23	Don Learner	500.00
V23-0490	Royal Carting	Bill	1.10.23	Don Learner	182.95
V23-0491	Friends of Library	Split Sheet	1.10.23	Don Learner	142.25
V23-0492	National Business Teachers	4500	1.10.23	Don Learner	256.55
V23-0493	Deborah Mc Nemey	Receipts	1.10.23	Don Learner	331.17
V23-0494	Laura Salgarolo	Travel Form	1.10.23	Don Learner	5.26
V23-0495	Shamrock Cleaners	Multi	1.10.23	Don Learner	469.00
V23-0496	Midwest Tape	Multi	1.10.23	Don Learner	270.63
V23-0497	Mid-Hudson Library System	999	1.10.23	Don Learner	1592.00
V23-0498	Ingram	Multi	1.24.23	Don Learner	142.36
V23-0001	Brooke B Dittmar	5712	1.24.23	Don Learner	12.00
V23-0002	Verizon	Bill	1.24.23	Don Learner	127.80
V23-0003	MYP	Bill	1.24.23	Don Learner	3674.51
V23-0004	French of Esopus Dis.	Circ. Reg.	1.24.23	Don Learner	282.75
V23-0005	Verizon Bus. L-D	Bill	1.24.23	Don Learner	1.29
V23-0006	Hudson Valley One	Bill	1.24.23	Don Learner	45.00

Revised 12/5/2022

January
Year 2023

Town of Esopus Library
Voucher Log

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Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V23-0007	Martino Electrical, Inc	4228	1-24-23	[Signature]	2393.00
V23-0008	Eastern VSP	8286	1-24-23	[Signature]	58.94
V23-0009	Central Hudson	Bill	1-24-23	[Signature]	1214.12
V23-0010	VISA	Bill	1-24-23	[Signature]	181.16
V23-0011	Amazon	Bill	1-24-23	[Signature]	7.95
V23-0012	Amazon	Bill	1-24-23	[Signature]	70.33
V23-0013	Office Depot	Bills	1-24-23	[Signature]	243.12
V23-0014	FRIENDS OF ESOPUS LIBRARY	CIRC REG	2/7/23	Jamy Debin	57.00
V23-0015	DEMCO	6542	2/7/23	Jamy Debin	157.53
V23-0016	SHOWCASES	MULTI	2/7/23	Jamy Debin	308.45
V23-0017	SHAMROCK CLEANERS	MULTI	2/7/23	Jamy Debin	420.00
V23-0018	BINNENWATER	BILL	2/7/23	Jamy Debin	37.60
V23-0019	Wage Works - Admin	3983	2/7/23	Jamy Debin	63.00
V23-0020	Wage Works - Card	MULTI	2/7/23	Jamy Debin	369.50

1:57 PM

02/09/23

Accrual Basis

Town of Esopus Library
Check Listing
As of January 31, 2023

Type	Date	Num	Name	Memo	Clr	Split	Credit
Checking/Savings							
A0200 Cash Operating Fund							
2020 Bank of GC Checking 6086							
Check	01/25/2023	3937	Brooke Dittmar	V23-0001		A7410.800 Health & Maj. Med.	12.00
Check	01/25/2023	3938	Verizon	V23-0002	X	A7410.419 Telephone	127.80
Check	01/25/2023	3939	MVP Healthcare, Inc.	V23-0003	X	A7410.800 Health & Maj. Med.	3,674.51
Check	01/25/2023	3940	Friends of the Town of Esopus Library	V23-0004 EXCH		A9855 Friends Exp. Exchange	282.75
Check	01/25/2023	3941	Verizon Business	V23-0005	X	A7410.4311 Long Distance	1.29
Check	01/25/2023	3942	Hudson Valley One	V23-0006		A7410.413 Newspapers	45.00
Check	01/25/2023	3943	Martino Electrical & Air Conditioning Inc	V23-0007		16 Oper/Maint - non-repair	2,393.00
Check	01/25/2023	3944	Eastern VSP, Inc.	V23-0008		A7410.800 Health & Maj. Med.	58.94
Check	01/25/2023	3945	Central Hudson	V23-0009		A7410.452 Electric	1,214.12
Check	01/25/2023	3946	Visa	V23-0010		-SPLIT-	181.16
Check	01/25/2023	3947	Amazon	V23-0011		A7410.430 Office Supplies	7.95
Check	01/25/2023	3948	Amazon	V23-0012		-SPLIT-	70.33
Check	01/25/2023	3949	Office Depot	V23-0013		-SPLIT-	243.12
Check	01/31/2023	EFT Jan2023	Wage Works - Admin	V23-0019	X	A7410.800 Health & Maj. Med.	63.00
Check	01/31/2023	EFT Jan2023	Wage Works - Care Card	V23-0020	X	A7410.800 Health & Maj. Med.	369.50
Check	01/11/2023	3918	Starlight Studio NY	V23-0480		Childrens Programs	350.00
Check	01/11/2023	3919	Friends of the Town of Esopus Library	V23-0481 EXCH	X	A9855 Friends Exp. Exchange	52.00
Check	01/11/2023	3920	Port Ewen Water/Sewer District	V23-0482	X	A7410.452 Water & Sewer	54.72
Check	01/11/2023	3921	Delta Dental	V23-0483	X	A7410.800 Health & Maj. Med.	254.85
Check	01/11/2023	3922	Midwest Tape - Hoopla	V23-0484	X	A7410.412 E-Content	300.12
Check	01/11/2023	3923	Mid-Hudson Library System	V23-0485	X	A7410.436.1 Circulation Charges	214.42
Check	01/11/2023	3924	Spectrum Business	V23-0486	X	A7410.419 Internet	249.99
Check	01/11/2023	3925	T-Mobile	V23-0487	X	A7410.419 Internet	179.16
Check	01/11/2023	3926	Shelter Point Life Insurance Co.	V23-0488	X	A7410.800 Disability Ins.	1,877.80
Check	01/11/2023	3927	Christopher J. O'Connor CPA	V23-0489	X	A7410.437 Accountant	500.00
Check	01/11/2023	3928	Royal Carting Service Co	V23-0490	X	A7410.452 Trash	182.95
Check	01/11/2023	3929	Friends of the Town of Esopus Library	V23-0491 EXCH	X	A9855 Friends Exp. Exchange	142.25
Check	01/11/2023	3930	National Business Leasing	V23-0492	X	A7410.2439 Printer/Copier	256.55
Check	01/11/2023	3931	Deborah McMenemy - Reimb.	V23-0493	X	A7410.800 Health & Maj. Med.	331.17
Check	01/11/2023	3932	Laura Salgarolo	V23-0494		A7410.430 Office Travel	5.26
Check	01/11/2023	3933	Shamrock Cleaners	V23-0495	X	A7410.452 Cleaning Services	469.00
Check	01/11/2023	3934	Midwest Tape	V23-0496	X	A7410.412 Adult DVD	270.63
Check	01/11/2023	3935	Mid-Hudson Library System	V23-0497	X	Tech Support	1,592.00
Check	01/25/2023	3936	Ingram Library Services	V23-0498	X	A7410.412 Juvenile Books - CD	142.36
Total 2020 Bank of GC Checking 6086							16,169.70
Total A0200 Cash Operating Fund							16,169.70
Total Checking/Savings							16,169.70
TOTAL							16,169.70

- Friends - 477.00
\$15,692.70

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 12 OF 2023

Settlement Agreement Payments

WHEREAS, the previous Director, Brooke Dittmar, and the Town of Esopus Library have entered into a Settlement Agreement.

WHEREAS, the Board has agreed to the terms of the Settlement Agreement, whereby two checks are to be disbursed as follows:

- One check is to be made to Brooke Dittmar in the amount of \$34,690.48 minus applicable deductions and withholdings, through Employer's ordinary payroll process;
- One check is to be made to Michael Diederich, Jr., Esq. (Attorney for Brooke Dittmar) in the amount of \$5,000.00, reported on a Form 1099.

WHEREAS, funds from the operating budget will be used ^{to} pay these disbursements.

RESOLVED, the Board of the Town of Esopus Library accepts and approves the two payment disbursements listed above per the terms of the Settlement Agreement.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Rylance Seconded: Reggie Heffernan

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

Approved by the Board this Monday, February 27, 2023

Approving Signature: Donald Carragher

Donald Carragher, Board President