

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

Agenda

Call to order	Nancy Beranek
Approval of February Board Meeting Minutes	
Vice-President's Word	Nancy Beranek
Public Comment (2 minutes each)	Public
Treasurer's Report/Finance Committee/Foundation	Reggie Heffernan
Director's Report	Jesse Chance
Friends	Elaine Rylance
Committees	
1. Buildings and Grounds – Larry Decker	
2. Governance and Personnel / Trustee Training – Nancy Beranek	
3. Sustainability, Research and Development – Elaine Rylance	
Adjournment	

Resolutions:

2024-25 – Payment of March Claims

2024-26 – Approval of 2025 Budget

2024-27 – Tuition Reimbursement for J. LaPolt

Director's Report April, 2024

Ongoing and/or Completed Business:

Budget: A detailed budget was presented at the last Finance Committee meeting and deemed ready for the general Board to cast a vote on on April 24th. A public budget hearing has been advertised in the local paper and will be held one hour before the 6PM Board meeting on the 24th.

Generator/Photovoltaics Projects: Although progress is slow, we are (in fact) making steps toward completing these projects. I have recently met with an electrical engineer from Gerard Associates Consulting Engineers, P.C. to get the ball rolling on having drawings and schematics created for the generator projects and they will work up a proposal for us in the next couple of weeks. I have an appointment to meet with a prospective project manager on April 16th, and I have been talking with a company called New York State Solar Farm about the solar array. It seems likely that these projects will be completed before this time next year.

Job Descriptions/Employee Handbook: After much tweaking and wordsmithing, I have completed the compilation of a 35-page employee handbook. It has been presented to the staff and accepted by them. This handbook serves as a managerial document only and does not supersede or otherwise interfere with the Personnel Policy Manual. It is being presented at the April Board meeting so that Board members can have opportunity to offer input and corrections. As a managerial document, there will be no need to vote on it. All employees will be expected to sign or have signed the Receipt of Employee Handbook form at the back of the document at the next staff meeting (4/25), and it will become part of the process of on-boarding new employees going forward. The Handbook's purpose is to express the library's current managerial philosophy, outline the hierarchy or chain-of-command so that staff understand the process of complaints and grievances, and summarize all benefits, codes of conduct, and relevant policies.

Plumbers: As of April 15th at 11AM, A-Team Comfort Systems estimates that our new drinking fountain will arrive at their warehouse on the 18th or 19th and they will be in touch as soon as it arrives to schedule its installation.

Adult & Teen Program Coordinator: After an exhaustive search, most of which was taken up with waiting for Ulster County Civil Service to send us a current list of eligibles, Shannon and I are pleased to announce that we have provisionally hired a new Adult and Teen Programming Coordinator. Fox North comes to us with lots of instructing and content creating experience as well as being a published author and a Girl Scout Service

Unit Manager. Fox is plugged in to the local community and has many ideas about expanding our Teen outreach efforts. After interviewing what we deemed to be the seven strongest candidates (of 23), Shannon and I agree that Fox shows the most promise and is the most likely of the group to integrate well into our existing work culture. Fox's first day will be Monday, April 29th.

ABC Pest Control: Well it's spring again and that means the ants are active again. Alas, our sugar ant problem did not fix itself over the winter. I have left a message with ABC Pest Control requesting a visit. If my last experience with them repeats itself, they won't call me back but they will just show up when it's convenient to them. I'll just have to hope that I am here when they arrive.

Upcoming:

Arts and Crafts Sale: On Saturday, May 18th from 10AM to 2PM in the community room the Friends of the Library will be conducting a sale of donated crafting supplies. We are accepting donations of all kinds of arts and crafts supplies until May 15th and then holding a rummage sale on the 18th. Nothing will be priced and shoppers will be asked to donate what they think is fair with a healthy serving of guilt that it is for the library. So far we have had a robust turn out of donors so there will definitely be stuff to rummage through.

Dishwasher & Laundry Sink: When A-Team Comfort Systems is here to install the drinking fountain I plan to request a quote on installing a dishwasher and laundry sink in the kitchen. The dishwasher (which we will source ourselves) will help the library reduce the waste it creates over the years, and the "slop" sink, as it's often called, will alleviate the need for the programmers to use the regular sink for cleaning up crafts and projects.

Capital Asset List & Emergency Response Plans: Concerted effort will be exerted in May and June to complete these two very necessary documents.

Continuing Education/Community Outreach/Professional Development:

Memorial Day Parade: On Monday, May 27th at 9:30AM, a group of Library folk will be lining up on North Broadway (the road down to Sleightsburg) to march in the parade. Thus far the plan is just to march with a library banner and hopefully we have a library cart around here sturdy enough to be pushed on the road. Any who wish to are welcome, nay, encouraged to join us.

Esopus Family Fun Day: On Sunday, June 2nd at Ross Park, the Library is taking part in the Esopus Community Foundation's Family Fun Day and Car Show.

TOWN OF ESOPUS LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

March 27, 2024

Board Members Present: Larry Decker, Martha Farrell, Don Carragher, Susan Barbarisi, Reggie Heffernan, Nancy Beranek, Elaine Jaffe, Elaine Rylance, and Stephen Lewis (*Steve arrived during President's Word*)

Board Members Absent:

Board Members Excused:

Staff Present: Mary Garraty, Jesse Chance, Shannon Powell

Public:

The meeting of the Town of Esopus Library Board of Trustees was called to order by President Don Carragher at 6:02 p.m.

II. APPROVAL OF MEETING MINUTES

Written minutes for the February monthly Board meeting held on February 28, 2024 was submitted and open for review. A motion to accept the updated minutes of the February monthly Board meeting held on February 28, 2024 was made by Larry Decker and seconded by Susan Barbarisi.

AYE: 8; NO: 0; ABSTAIN: 0

Board Members Excused:

Board Members Absent: Stephen Lewis

III. Presidents Word – Don Carragher

The recent Trustee Training courses have been very educational. Don discussed some of the upcoming Trustee courses.

IV. Public Comment - None

V. TREASURER'S REPORT/FINANCE – Reggie Heffernan

Written report was submitted. Reggie reviewed the Finance Committee meeting minutes. The Board discussed the upcoming budget. Reggie presented the following resolutions from the Finance Committee:

- **Resolution #14 of 2024 (Payment of February Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from February 1, 2024 to February 29, 2024 for items in the amount of \$17,159.52. A motion to accept the resolution was made by Elaine Rylance and seconded by Elaine Jaffe.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:

- **Resolution #16 of 2024 (Exceed Tax Cap in 2025):** The Board of Trustees of the Town of Esopus Library approves exceeding the tax levy limit for 2025. A motion to accept the resolution was made by Nancy Beranek and seconded by Martha Farrell.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:
- **Resolution #18 of 2024 (Adoption of the State of New York Deferred Compensation Plan):** The Board of Trustees of the Town of Esopus Library adopts the State of New York Deferred Compensation Plan for the voluntary participation of all eligible employees; and hereby authorizes to take such actions and enter such agreements as are required or necessary for the adoption, implementation and maintenance of such Plan. A motion to accept the resolution was made by Stephen Lewis and seconded by Larry Decker.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0
- **Resolution #23 of 2024 (Transfer of Funds to a Short-Term Certificate of Deposit):** The Board of Trustees of the Town of Esopus Library authorizes the transfer of \$180,000.00 from the Bank of Greene County Operating Checking Account into short-term Certificates of Deposit. A motion to accept the resolution was made by Martha Farrell and seconded by Nancy Beranek.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:
- **Resolution #24 of 2024 (Amendment to 2024 Budget):** The Board of Trustees of the Town of Esopus Library authorizes the additional \$9000 expenditure from the 2024 Budget Fund Balance. A motion to accept the resolution was made by Larry Decker and seconded by Nancy Beranek.
AYES: 9; 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. Lots of great activities have taken place at the Town of Esopus Library. There are quite a number of applicants for the Adult/Teen Programmer and the search continues. All the staff are correctly identified in Civil Service. Jesse is also working on E-Rate (discount internet). Jesse has completed writing the Employee Handbook. Adirondack Mountain Club has granted \$600 to the Town of Esopus Library towards the apple trees which are to be planted. Jesse noted three Town of Esopus events that the Town of Esopus Library should participate in. They are the Memorial Day Parade (5/27/24), the Car Show and the Esopus Honeybee Jubilee (9/15/24).

VII. FRIENDS – Elaine Rylance

Elaine said Friends has a very ambitious project going. Friends will have a craft sale which is scheduled for May 18th. Please bring your craft supplies. Donations are being accepted 4/1/24 through 5/15/24. Friends is looking for volunteers to assist with the craft sale.

VIII. COMMITTEE REPORTS

- **Buildings and Grounds – Larry Decker**

Written report was submitted. Larry reviewed the meeting minutes. The Committee is working to make sure the sheds do not blow over during wind storms. They are waiting for a final invoice which does not contain taxes to do work on the water fountain. We will participate in the Town of Esopus Tugboat. The Buildings and Grounds Committee is considering moving the next scheduled committee meeting to a different day due to the Solar Eclipse.

- **Governance and Personnel – Nancy Beranek**

Written report submitted. Nancy Beranek reviewed the meeting minutes. Nancy presented the following resolutions:

- **Resolution #15 of 2024 (Annual Report to NYS):** The Board of Trustees of the Town of Esopus Library has reviewed and accepted the 2023 Annual Report to the State Library. A motion to accept the resolution was made by Stephen Lewis and seconded by Reggie Heffernan.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0
- **Resolution #17 of 2024 (Annual Report to the Community):** 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. A motion to accept the resolution was made by Elaine Rylance and seconded by Reggie Heffernan.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: 0
Board Members Absent: 0
- **Resolution #19 of 2024 (Confidentiality of Library Patrons Records Policy Update):** The Board of Trustees of the Town of Esopus Library accepts the changes to the Confidentiality of Library Patrons Records Policy. A motion to accept the resolution was made by Martha Farrell and seconded by Elaine Jaffe.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:
- **Resolution #20 of 2024 (Rename and Update of Protection of Copyrighted Materials Policy):** The Board of Trustees of the Town of Esopus Library accepts the changes to the Copyrighted Materials Policy. A motion to accept the resolution was made by Larry Decker and seconded by Reggie Heffernan.
AYES: 9; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:

- **Resolution #21 of 2024 (Rename and Update of Safety Policy and Procedure):** The Board of Trustees of the Town of Esopus Library accepts the changes to the Safety Policy. A motion to accept the resolution was made by Reggie Heffernan and seconded by Larry Decker.
 AYES: 9; NAYS: 0; ABSTENTIONS: 0
 Board Members Excused:
 Board Members Absent:

- **Resolution #22 of 2024 (Addition of Trustee Education Policy):** The Board of Trustees of the Town of Esopus Library accepts the addition of Trustee Education Policy and Trustee Education Completion Form to the Internal Section of the Library Policy Manual. A motion to accept the resolution was made by Elaine Jaffe and seconded by Elaine Rylance.
 AYES: 9; NAYS: 0; ABSTENTIONS: 0
 Board Members Excused:
 Board Members Absent:

- **Sustainability, Research and Development** - Elaine Rylance
 Written report was submitted. Elaine reviewed the meeting minutes. Don is looking for leads for the stakeholders list for Turning Outward.

IX. Trustee Training – Nancy Beranek

Trustee Training has been taking place at online sessions.

X. ADJOURNMENT

There being no further business or discussion, Nancy Beranek made a motion to adjourn and it was seconded by Reggie Heffernan. The meeting was adjourned at 7:15 p.m.

AYES: 9; 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

April 15, 2024

4:30 pm

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

Measured drawing of shed area for cement pad: Elaine & Deb will do.

Retaining boards: Pat Frank will do.

Fence painting: IBM & Other volunteers will be coming this week to do this as well as other garden tasks

Compost & Woodchips were delivered by Bruderhoff

Water fountain: Will arrive in warehouse Thurs./Fri. Jesse will schedule date/time to install.

Also: Jesse will talk to A-Team about Dishwasher/Slop sink

Check for \$600 from Grant for small orchard of Spitzenburg apples has arrived.

Elaine J. will investigate getting a master gardener to come and do a landscaping plan for us.

Tugboat project is moving along and will be done on time. We will NOT be doing the banned books theme.

The next Building and Grounds meeting is scheduled for Monday, **May 8, 2024** at 5:30 pm

Submitted, Larry Decker

**Town of Esopus Library
Finance Committee Minutes
April 11, 2024**

Attendance: Reggie Heffernan, Nancy Beranek, Susan Barbarisi, Elaine Jaffe, Jesse Chance.

The payment of claims for \$19,737.67 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 April meeting. The reconciliation summary dated 3/31/2024 was also reviewed by the committee.

The committee approved reimbursing Josie LaPolt \$3,450.38 for tuition based on our current reimbursement policy. A resolution will be presented to the Board at the April meeting.

Jesse is still investigating possible short term CD rates to provide more interest income to the library.

The committee reviewed and approved Jesse's proposed budget for 2025 of \$577,850. A resolution will be presented to the Board at the April meeting. Discussion ensued on whether to propose a wage policy for the future.

The Purchasing and Procurement Policy and General Accounting Practices Policy should be reviewed next month.

Respectfully submitted,
Reggie Heffernan, Treasurer

**Next Meeting
Thursday, May 9, 2024
4 pm at The Town of Esopus Library
Town of Esopus Library**

Town of Esopus Library
Governance and Personnel Committee Meeting Minutes
Tuesday April 9, 2024

Attending: Jesse Chance, Susan Barbarisi, Don Carragher
Excused: All the rest of the Board.

This was a special meeting that viewed social sensitivity videos. The Board was invited to attend.

Topical videos covered: Generational Differences Among Workers, Unconscious Bias, Difficulties of Traditional Expectations and Modern Sensitivities.
Some videos provided quizzes and discussions followed each topic.

Submitted,
Don Carragher.

SUSTAINABILITY / RESEARCH & DEVELOPMENT

APRIL 10, 2024

Present: Elaine Rylance, Chair; Don Carragher, Larry Decker, and Jesse Chance

The Turning Outward program has been pushed back and will be available to us probably late May.

Don shared with the committee information about helping a community generate public knowledge vs expert knowledge which Turning Outward will help to make us aware. Contacts in the community will include organization names and contacts, with their information, for as many clubs, organizations and affiliations that he can compile.

With that in mind, he respectfully requests that each Board member supply him with names and contacts for the organizations of which we are a member or are aware of.

Larry discussed how the tugboat will be painted. The tugboat was donated by the Town and will be part of the buoy exhibit. Hopefully this will include informational signs about the buoy and the river.

Respectfully submitted,

Elaine Rylance

Next meeting is May 8, 2024, at 4 p.m.

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 25 OF 2024

Payment of Claims
March 1, 2024 to March 31, 2024

WHEREAS, the total of all claims for payment, excluding wages and taxes, from March 1, 2024 to March 31, 2024 is \$19,737.67.

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 the Town of Esopus Library accepts and approves the payment of these March 1, 2024 to March 31, 2024 items in the amount of \$19,737.67.

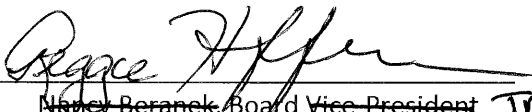
FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Susan Barbarisi Seconded: Larry Decker

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 2 Absent: 1

Approved by the Board this Wednesday, April 24, 2024

Approving Signature:


~~Nancy Beranek, Board Vice President~~
Reggie Heffernan

Treasurer

10:21 AM

04/04/24

Accrual Basis

Town of Esopus Library

Check Listing

As of March 31, 2024

Type	Date	Num	Name	Memo	Clr	Split	Credit
Checking/Savings							
A0200 Cash Operating Fund							
2020 Bank of GC Checking 6086							
Check	03/06/2024	4597	RBT CPA's	V24-0092	X	A7410.437 Audit	5,000.00
Check	03/06/2024	4598	CDPHP	V24-0093	X	A7410.800 Health & Maj. Med.	2,984.72
Check	03/06/2024	4599	Petty Cash / Jesse Chance	V24-0094	X	-SPLIT-	115.67
Check	03/06/2024	4600	Deborah McMenemy - Reimb.	V24-0095	X	A7410.800 Health & Maj. Med.	388.89
Check	03/06/2024	4601	Rough Draft	V24-0096	X	Adult Programs	100.00
Check	03/06/2024	4602	Liberty Security System	V24-0097	X	A7410.452 Security System	455.00
Check	03/06/2024	4603	Ingram Library Services	V24-0098	X	A7410.410 Adult Fiction	78.61
Check	03/06/2024	4604	WZ Accountants	V24-0099	X	A7410.437 Accountant	600.00
Check	03/06/2024	4605	Liberty Security System	V24-0100	X	A7410.452 Security System	76.00
Check	03/06/2024	4606	Spectrum Business	V24-0101	X	-SPLIT-	508.13
Check	03/06/2024	4607	Midwest Tape - Hoopla	V24-0102	X	A7410.412 E-Content	601.24
Check	03/06/2024	4608	Ingram Library Services	V24-0103	X	A7410.410 Adult Fiction	140.39
Check	03/06/2024	4609	Ingram Library Services	V24-0104	X	A7410.410 Adult Fiction	61.57
Check	03/06/2024	4610	Ingram Library Services	V24-0105	X	A7410.410 Adult Non-Fiction	169.38
Check	03/06/2024	4611	Meaghan Darling	V24-0106	X	Teen Programs	67.14
Check	03/06/2024	4612	Hyde Park Library	V24-0107	X	A7410.410 Adult Fiction	30.00
Check	03/06/2024	4613	Ingram Library Services	V24-0108	X	A7410.410 Young Adult Non-Ficti	43.74
Check	03/06/2024	4614	Ingram Library Services	V24-0109	X	A7410.410 Young Adult Fiction	78.34
Check	03/06/2024	4615	Ingram Library Services	V24-0110	X	A7410.410 Juvenile Fiction	165.89
Check	03/20/2024	4616	Ingram Library Services	V24-0111		A7410.410 Adult Fiction	182.14
Check	03/20/2024	4617	Ingram Library Services	V24-0112		A7410.410 Young Adult Fiction	80.97
Check	03/20/2024	4625	Brad Sheer	V24-0113		Childrens Programs	250.00
Check	03/20/2024	4618	Ulster County Library Association	V24-0114		A7410.800 Empl. Asst. Program	185.94
Check	03/20/2024	4619	Royal Carling Service Co	V24-0115	X	A7410.452 Trash	141.55
Check	03/20/2024	4620	T-Mobile	V24-0116	X	A7410.419 Internet	180.60
Check	03/20/2024	4621	Ingram Library Services	V24-0117		A7410.410 Adult Non-Fiction	204.62
Check	03/20/2024	4622	OverDrive, Inc.	V24-0118	X	A7410.412 Adult Books - E-books	516.35
Check	03/20/2024	4623	Ingram Library Services	V24-0119		A7410.410 Adult Large Print	74.40
Check	03/20/2024	4624	Amazon	V24-0120	X	A7410.412 Family DVD	34.91
Check	03/20/2024	4626	Amazon	V24-0121	X	A7410.412 Adult DVD	145.72
Check	03/20/2024	4627	Friends of the Town of Esopus Library	V24-0122 EXCH	X	A9855 Friends Exp. Exchange	241.00
Check	03/20/2024	4628	Amazon	V24-0123	X	A7410.412 Adult DVD	151.70
Check	03/20/2024	4629	Amazon	V24-0124	X	A7410.412 Family DVD	48.95
Check	03/20/2024	4630	National Business Technologies	V24-0125	X	A7410.2439 Printer/Copier	219.00
Check	03/20/2024	4631	The Hartford	V24-0126		A7410.800 Workers' Comp.	266.00
Check	03/20/2024	4632	Ingram Library Services	V24-0127		A7410.410 Young Adult Non-Ficti	53.18
Check	03/20/2024	4633	Visa	V24-0128	X	-SPLIT-	99.77
Check	03/20/2024	4634	Amazon	V24-0129	X	A7410.412 Adult DVD	134.43
Check	03/20/2024	4635	Ingram Library Services	V24-0130		A7410.410 Juvenile Fiction	125.47
Check	03/20/2024	4636	Ingram Library Services	V24-0131		A7410.410 Adult Large Print	90.79
Check	03/20/2024	4637	Ingram Library Services	V24-0132		A7410.410 Juvenile Non-Fiction	42.52
Check	03/20/2024	4638	Ingram Library Services	V24-0133		A7410.410 Adult Fiction	77.42
Check	03/20/2024	4639	Eastern VSP, Inc.	V24-0134		A7410.800 Health & Maj. Med.	76.32
Check	03/20/2024	4640	Binnewater Ice Co.	V24-0135		A7410.452 Water & Sewer	26.60
Check	03/31/2024	4641	Ingram Library Services	V24-0136	X	A7410.410 Juvenile Fiction	10.63
Check	03/31/2024	4642	Ingram Library Services	V24-0137		A7410.410 Juvenile Fiction	31.33

Town of Esopus Library Check Listing As of March 31, 2024

10:21 AM
04/04/24
Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Credit
Check	03/31/2024	4643	Hudson River Maritime Museum	V24-0138		A7410.437 Membership Fees	100.00
Check	03/31/2024	4644	Showcases	V24-0139		A7410.430 Library Supplies	69.12
Check	03/31/2024	4645	Elaine Jaffe	V24-0140		Other Grounds	30.67
Check	03/31/2024	4646	Herzogs	V24-0141		Other Grounds	5.09
Check	03/31/2024	4647	Friends of the Town of Esopus Library	V24-0142 EXCH		A9855 Friends Exp. Exchange	248.13
Check	03/31/2024	4648	national Business Technology	V24-0143		A7410.2439 Printer/Copier	56.78
Check	03/31/2024	4649	Shamrock Cleaners	V24-0144		A7410.452 Cleaning Services	1,480.00
Check	03/31/2024	EFTWWMar24	Wage Works - Admin	V24-0145	X	A7410.800 Health & Maj. Med.	36.00
Check	03/31/2024	EFTWWMar24	Wage Works - Care Card	V24-0146	X	A7410.800 Health & Maj. Med.	1,951.82
Check	03/31/2024	4650	Whiteman, Osterman & Hanna, LLP	V24-0147		A7410.437 Legal Fees	175.00
Check	03/31/2024	4651	Ingram Library Services	V24-0148		A7410.410 Juvenile Non-Fiction	15.98
Check	03/31/2024	4652	Midwest Tape - Hoopla	V24-0149		A7410.412 E-Content	623.29
Check	03/31/2024	4653	Don Carragher	V24-0150		Other Grounds	77.90
Total 2020 Bank of GC Checking 6086							20,226.80
Total A0200 Cash Operating Fund							20,226.80
Total Checking/Savings							20,226.80
TOTAL							20,226.80

Friends - 489.13
\$ 19,737.67

Year March 2024

Town of Opus Library
Voucher Log

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Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V24-0092	RBT-CIT-Auditors	5255	3/5/24	M. Beranek	5000.00
V24-0093	CDPHP- Medical	Bill	3/5/24	M. Beranek	2984.72
V24-0094	Petty Cash/Jesse Chame	Receipts	3/5/24	M. Beranek	115.67
V24-0095	Deborah McMenemy	Receipts	3/5/24	M. Beranek	388.89
V24-0096	Rough Draft Books- Replacement	SRP	3/5/24	M. Beranek	100.00
V24-0097	Liberty Security Services	40796	3/5/24	M. Beranek	455.00
V24-0098	Ingram	Multi	3/5/24	M. Beranek	78.61
V24-0099	WZ Accountants	1562	3/5/24	M. Beranek	600.00
V24-0100	Liberty Security Services	40884	3/5/24	M. Beranek	76.00
V24-0101	Spectrum Business	Bill	3/5/24	M. Beranek	508.13
V24-0102	Midwest Tape (Hoople)	8819	3/5/24	M. Beranek	601.24
V24-0103	Ingram	8674	3/5/24	M. Beranek	140.39
V24-0104	Ingram	8676	3/5/24	M. Beranek	61.57
V24-0105	Ingram	8675	3/5/24	M. Beranek	169.38
V24-0106	Meadham Darling	Receipts	3/5/24	M. Beranek	67.14
V24-0107	Hyde Park Library	cit. Reg.	3/5/24	M. Beranek	30.00
V24-0108	Ingram	Multi	3/5/24	M. Beranek	43.74
V24-0109	Ingram	Multi	3/5/24	M. Beranek	78.34
V24-0110	Ingram	Multi	3/5/24	M. Beranek	165.89
V24-0111	Ingram	Multi	3/19/24	E. Rydman	182.14
V24-0112	Ingram	Multi	3/19/24	E. Rydman	80.97
V24-0113	Brad Shure	44.00 Agree	3/19/24	E. Rydman	250.00
V24-0114	UC Library Assoc.	Invoice	3/19/24	E. Rydman	185.94
V24-0115	Royal Casting	Bill	3/19/24	E. Rydman	141.55
V24-0116	T Mobile	Bill	3/19/24	E. Rydman	180.60

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Town of Corpus Library
Voucher Log

Year March 2024

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V24-0117	Ingram	Multi	3/19/24	E. P. Lawrence	204.62
V24-0118	Over Drive	1195	3/19/24	E. P. Lawrence	516.35
V24-0119	Ingram	8678	3/19/24	E. P. Lawrence	74.40
V24-0120	Amazon	11RPI	3/19/24	E. P. Lawrence	34.91
V24-0121	Amazon	1094	3/19/24	E. P. Lawrence	145.72
V24-0122	Friends of the Library	Split	3/19/24	E. P. Lawrence	241.00
V24-0123	Amazon	Multi	3/19/24	E. P. Lawrence	151.70
V24-0124	Amazon	GKQG	3/19/24	E. P. Lawrence	48.95
V24-0125	National Bus. Technologies	6201	3/19/24	E. P. Lawrence	219.00
V24-0126	The Hartford	Bill	3/19/24	E. P. Lawrence	266.00
V24-0127	Ingram	Multi	3/19/24	E. P. Lawrence	53.18
V24-0128	Visa	Bill	3/19/24	E. P. Lawrence	99.77
V24-0129	Amazon	Bills	3/19/24	E. P. Lawrence	134.43
V24-0130	Ingram	Multi	3/19/24	E. P. Lawrence	125.47
V24-0131	Ingram	Multi	3/19/24	E. P. Lawrence	90.79
V24-0132	Ingram	Multi	3/19/24	E. P. Lawrence	42.52
V24-0133	Ingram	Multi	3/19/24	E. P. Lawrence	77.42
V24-0134	VSP Vision	Bill	3/19/24	E. P. Lawrence	76.32
V24-0135	Binnewater	2146	3/19/24	E. P. Lawrence	26.60
V24-0136	Ingram	6320	4/2/24	M. Benard	10.63
V24-0137	Ingram	6321	4/2/24	M. Benard	31.33
V24-0138	Hudson River Maritime Museum	Renewd	4/2/24	M. Benard	100.00
V24-0139	Showcases	8296	4/2/24	M. Benard	69.12
V24-0140	Elaine Saffie - Reimbursement	Receipt	4/2/24	M. Benard	30.67
V24-0141	Herzogs - Community Garden	411/1	4/2/24	M. Benard	5.09

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[illegible]

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
Resolution 26 of Year 2024

2025 BUDGET

WHEREAS, a planned budget for the next year needs to be in place prior to the annual vote on the first Tuesday in June

RESOLVED, the Board of Trustees of the Town of Esopus Library approves the 2025 budget in the amount of \$577,850.00, with a tax appropriation of \$450,823.30, in order to continue the same level of service to the Town of Esopus.


FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Jaffe Seconded: Martha Farnell

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 2 Absent: 1

Approved by the Board this Wednesday, April 24, 2024

Approving Signature:


~~Nancy Beranek, Board Vice President~~ Treasurer
Reggie Heffernan

Town of Esopus Library

Income		2025 Budget
	Town Tax Appropriation	\$450,823.30
	Foundation	\$45,819.00
	PILOT	\$5,000.00
	Library Charges	\$3,000.00
	Interest & Earnings-other	\$10,000.00
	Gifts & Donations	\$16,000.00
	Grants	\$10,000.00
	State Aid	\$12,000.00
	Fund Balance (Savings)	\$25,207.70
Total		\$577,850.00
Expenses	(summary)	
	Wages	\$302,000.00
	Payroll Expenses	\$59,000.00
	Medical	\$60,000.00
	Bank Fees	\$350.00
	Technology & Equipment	\$6,000.00
	Books	\$12,000.00
	Serials	\$3,000.00
	Electronic	\$15,000.00
	Building Maintenance	\$47,150.00
	Utilities	\$15,000.00
	Office Expenses	\$4,000.00
	Telecommunication	\$1,700.00
	Programming & Outreach	\$21,000.00
	Professional Services Fees	\$18,000.00
	MHLS	\$14,000.00
Total Expenses		\$577,850.00

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 27 of Year 2024

TUITION REIMBURSEMENT FOR J. LaPOLT

WHEREAS, the Board of Trustees of the Town of Esopus Library approved Tuition Reimbursement Policy for eligible employees. An eligible employee must:

- have been employed by the library for at least 12 months
- be enrolled or provisionally accepted in an ALA accredited library program
- have no active disciplinary actions in their personnel file

WHEREAS, J. LaPolt has met the above criteria and is requesting fifty per cent (50%) reimbursement of her two most recent semester costs. The cost for two semesters totaled \$6,900.75. Fifty per cent reimbursement equals \$3,450.38.

RESOLVED, the Board of Trustees of the Esopus Library approves reimbursing J. LaPolt in the amount of \$3,450.38 for two semesters of tuition.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Elaine Rylance Seconded: Martha Farrell

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 2 Absent: 1

Approved by the Board this Wednesday, April 24, 2024

Approving Signature:


Reggie Hefernan, Board Treasurer
~~Nancy Beranek, Board Vice President~~

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 28 of Year 2024

ACCEPTANCE OF NY STATE ASSEMBLY FUNDS FROM MID-HUDSON LIBRARY SYSTEM

WHEREAS, the Mid-Hudson Library System has sent a check totaling \$30,000.00 as the Town of Esopus Library's portion of the NY State Assembly Funds

WHEREAS, this payment of \$30,000.00 has been received and will be deposited into the 2024 Operating Fund

RESOLVED, the Board of Trustees of the Town of Esopus Library accepts these funds from the Mid-Hudson Library System and will deposit the monies into the Town of Esopus Library's 2024 Operating Fund

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Susan Barbaisi Seconded: Larry Decker

VOTE: Ayes: 6 Nays: 0 Abstentions: 0 Excused: 2 Absent: 1

Approved by the Board this Wednesday, April 24, 2024

Approving Signature:


Reggie Heffernan Treasurer
Nancy Beranek, Board Vice-President