

Town of Esopus Library
April Board of Trustees Meeting
Wednesday, April 30, 2025

Agenda

Call to order	Larry Decker
Approval of March 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 – Stephen Lewis
2. Governance and Personnel / Trustee Training – Martha Farrell
3. Sustainability, Research and Development – Don Carragher

Adjournment

Resolutions:

2025-24 -- Little Free At-At Walker Library
2025-25 – Payment of March Claims
2025-26 – Approval of 2026 Budget
2025-27 – Lukatis Donation

**TOWN OF ESOPUS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
March 26, 2025**

Board Members Present: Elaine Rylance, Stephen Lewis, Larry Decker, Martha Farrell, Don Carragher, Sharon Briden, Allen Olsen, Elaine Jaffe (*arrived at 6:12 pm during treasurer report*)
Board Members Excused: Laura Petit
Board Members Absent:
Staff Present: Jesse Chance, Mary Garraty

Public: None

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 February monthly Board Meeting held on February 26, 2025 was submitted and open for review. A motion to accept the minutes of the February monthly Board meeting held on February 26, 2025 as amended was made by Don Carragher and seconded by Elaine Rylance.

AYE: 7; NO: 0; ABSTAIN: 0

Board Members Excused: Laura Petit, Elaine Jaffe

Board Members Absent:

III. Presidents Word – Larry Decker

Larry mentioned that Sharon, Don and himself participated a Pollinator Garden information session.

IV. Public Comment - None

V. TREASURER'S REPORT/FINANCE – Allen Olsen

Written report was submitted. Allen Olsen reviewed the committee meeting minutes and presented the resolutions listed below. Allen noted that the Town of Esopus Library cannot use the Mid-Hudson Valley Federal Credit Union. They can use the Ulster Savings Bank. Allen reviewed his discussion with the accountant regarding the unrestricted fund balance.

- Resolution #15 of 2025 (Payment of February Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from February 1, 2025 to February 28, 2025 for items in the amount of \$19,591.74. A motion to accept the resolution was made by Steve Lewis and seconded by Don Carragher.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Laura Petit

Board Members Absent:
- Resolution #19 of 2025 (Exceed Tax Cap in 2026):** The Board of Trustees of the Town of Esopus Library approves exceeding the tax levy limit for 2026. A motion to accept the resolution was made by Elaine Rylance and seconded by Elaine Jaffe.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Laura Petit

Board Members Absent:
- Resolution #21 of 2025 (Stewart's Holiday Match Grant):** The Board of Trustees of the Town of Esopus Library accepts this monetary donation from Stewart's and approves the increase to the Grounds – Other Maintenance of the 2025 Operating Budget. A motion to accept the resolution, as amended, was made by Martha Farrell and seconded by Steve Lewis.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Elaine Jaffe

Board Members Absent:

VI. DIRECTOR'S REPORT – Jesse Chance

Written reports were submitted from the Director, the Adult and Teen Programmer and the Children's Programmer. Jesse reviewed the Director's report. The annual report to the Community is complete and distributed. There is a trustee training that will take place here on June 16th.

- Resolution #17 of 2025 (Annual Report to NY State Library):** The Board of Trustees of the Town of Esopus Library has reviewed and accepted the 2024 Annual Report to the State Library. A motion to accept the resolution was made by Elaine Rylance and seconded by Don Carragher.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Laura Petit

Board Members Absent:
- Resolution #18 of 2025 (Annual Report to the Community):** The Board of Trustees of the Town of Esopus Library acknowledges the Annual Report to Community and it 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 Jaffe and seconded by Martha Farrell.

AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: Laura Petit
Board Members Absent:

Sharon suggested distributing the reports to the community to additional areas such as the Esopus Town Hall, Stewarts and the Port Ewen Diner.

Don mentioned that WAMC had a program that took place at the Rhinebeck Library and suggested that the Town of Esopus Library do something similar.

VII. FRIENDS – Elaine Rylance
The membership drive is on!

VIII. COMMITTEE REPORTS

- Buildings and Grounds – Stephen Lewis
Written report was submitted. Stephen Lewis reviewed the meeting minutes. Steve discussed changes to the parking lot which would enable it to be ADA compliant. First step is to remove all plants and roots. The second step is to put in curbing and sidewalk and add soil to the island.
 - **Resolution #22 of 2025 (Amendment to 2025 Budget):** The Board of Trustees of the Town of Esopus Library authorizes the adjustments to the final 2025 Budget in order pay for a safer and ADA compliant parking lot. A motion to accept the resolution was made by Elaine Rylance and seconded by Don Carragher.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: Laura Petit
Board Members Absent

Don and Steve explained how the work to make the parking lot safer and ADA compliant would be completed.
 - **Resolution #24 of 2025 (Little Free At-At Walker Library):** The Board of the Town of Esopus Library tabled this resolution
- Governance and Personnel – Martha Farrell
Written report submitted. Martha Farrell reviewed the meeting minutes and presented the following resolutions:

- **Resolution #16 of 2025 (Personnel Actions - A.Adin and S.Thomas):** 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 Allen Olsen and seconded by Don Carragher.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: Laura Petit
Board Members Absent:
- **Resolution #20 of 2025 (Update to Section 7 and Section 8 of the Personnel Policy Manual):** The Board of Trustees of the Town of Esopus Library accepts the changes to Section 7 and Section 8 of the Personnel Policy Manual. A motion to accept the resolution, as amended, was made by Elaine Jaffe and seconded by Allen Olsen.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: Laura Petit
Board Members Absent:
- **Resolution #23 of 2025 (ALA recommendation):** The Board of Trustees of the Town of Esopus Library accepts and approves the nomination of Fox North to attend the American Library Association's conference in June and authorizes the Director to pay the conference fee and reimburse Fox for their lodging using money from the Classes and Workshops line of the 2025 Budget. A motion to accept the resolution was made by Elaine Rylance and seconded by Elaine Jaffe.
AYES: 8; NAYS: 0; ABSTENTIONS: 0
Board Members Excused: Laura Petit
Board Members Absent:
- **Sustainability, Research and Development - Don Carragher**
Written report was submitted. Don Carragher reviewed the committee meeting minutes. Don sent out the Master Plan for the Town of Esopus. This plan links plans that the Sustainability, Research and Development is working on or planning to do. It is important to show that stakeholders for grants are involved.

X. Trustee Training

Trustee Training has been taking place at online sessions.

XI. ADJOURNMENT

There being no further business or discussion, Steve Lewis made a motion to adjourn and it was seconded by Martha Farrell. The meeting was adjourned at 7:02 p.m.

AYES: 8; NAYS: 0; ABSTENTIONS: 0

Board Members Excused: Laura Petit

Board Members Absent:

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

Director's Report April, 2025

Ongoing and/or Completed Business:

Solar Power Array Upgrade Project: I finally had a phone conversation with Brian Kraus of Liberty Solar and all the misunderstandings that had cropped up due to certain emails not reaching certain departments at their company have been cleared up. I am confident that they will now return usable estimates on all parts of the proposed solar project. I have an estimate from NY State Solar Farm for the upgrade of the Ground Array only. It turns out they do not work with battery back up systems big enough for what we want to do. Liberty Solar does.

2026 Budget: Due to an unavoidable personal matter I requested that the Finance meeting be moved from Friday the 11th to Wednesday April 16th. The chair of that committee graciously accommodated me. At that meeting I once again presented the proposed 2026 budget that I created at the beginning of this year with a slight adjustment to allow for an escalated schedule of audits. Our treasurer and I learned in the past couple of weeks that Special District Libraries such as our own are expected to do an audit every 2 years. I gained most of my experience at an Association Library where the expectation is somewhere between 5 and 10 years. It seems that when Esopus Library got the legislation passed that made it a Special District Library nobody was told to accelerate the audit schedule. Therefore our most recent audit was the first one done in ten years. Hyde Park Library is in the same boat. Little things like this can go overlooked for years.

The budget as written calls for a 7.33% increase to the Library's tax levy for 2026. For the past few years Esopus Library has only asked for minimal or no increase to the levy and this has caused us to include some portion of the left-over funds in the operation account from previous years (Fund Balance) in the past few annual library budgets. Meanwhile, the reserve account remained woefully underfunded. The reserve account should not be confused with the fund balance. The reserve account is a recommended best practice from MHLS and the Office of the State Comptroller that sequesters a set amount of money that is meant to be able to run the library in the event of a funding catastrophe for a minimum of three months. The Treasurer and I agree that we should not be in the habit of making up shortfalls in the budget using the fund balance because that's a recipe for running out of money. A series of slightly aggressive increases to the

tax levy each year are necessary to get us back to a place where we can ask for something close to the state tax cap each year without depleting funds that should be in the reserve account.

Bank of Greene County Charitable Grant: Our incredible grant finder Laura Petit has gotten us another one. The Bank of Greene County has awarded us \$1000 in support of “Pollinator and native food garden.” The attached letter has more details.

Parking Lot Islands:

1. **Curb and Sidewalk Installation:** The cement/landscaping company Damour Drake will begin work on Wednesday April 23rd. Work should be complete by the weekend of 4/26.
2. **Pollinator Friendly and Native Plantings:** When the curb and sidewalk work is complete, Damour Drake will fill the resulting four island pits with fresh, clean topsoil. And then the planting being funded by the Bank of Greene County can begin.
3. **Spitzenberg Apple Trees:** Thanks to a small grant we received in 2024 to “save the spitzenberg apple tree” from the Mid-Hudson chapter of the Adirondack Mountain Club, we have been able to purchase three Spitzenberg Apple tree saplings as well as a fourth tree of the Northern spy variety for cross pollination purposes. They arrived at the post office on 4/21 and the Buildings and Grounds Committee and myself will be holding a planting/digging party to get them in the ground as soon as possible. They will be in the ground by 4/25 at the latest.

Experience Clean Heat a NYSEERDA Program: This program was brought to my attention by MHLS. This is an effort by NYSEERDA to bring attention to the “Clean Heat” options available to NY State property owners. We have the geothermal so I applied. Basically this will be free advertising for the Library in venues we don’t normally advertise in. It will also highlight locally the fact that we are using this and other “Green” technologies. They devote \$2,500 per year to us as a participating site and it can be used for related events and social media giveaways. I will learn more about how it works on Tuesday, 4/29.

Community Survey: It is time to update our facilities plan which maps out a maintenance schedule for the next five years but more importantly, it identifies

our priorities where the building is concerned. This is a necessary document when applying for grants and if our priorities don't mention whatever the grant is funding, we're not gonna get that grant. A required component of the facilities plan is community input. That's where our currently available survey comes in to play. It has been up on the website and available in print form as well as in the newsletter since the 1st of April and we will run it for three months. We plan to make it available in places around town such as the Town Hall and other public places.

Utica National Insurance Company Dividends: Because Utica was able to "control members' losses" in 2024 (your guess is as good as mine as to what that means) they have sent us two dividend checks. One is for \$1,600.80 and the other is for \$26.25. These funds will be deposited in the operating account and be counted as "Interest, Earning, and Other" in the income section of the 2025 Budget.

Tiny Free Library shaped like an AT-AT Imperial Walker from Star Wars: Nina Nichols and Langston Williams attended the most recent Buildings and Grounds meeting and addressed the concerns about theft, copyrights, and maintenance.

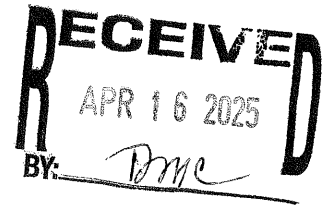
Major Dailies Online Newspapers: UCLA (Ulster Library Association) has purchased a one-year subscription to ProQuest, who offers daily e-newspapers. Esopus Library now has access to the New York Times, Wall St. Journal, Chicago Tribune and L.A. Times. UCLA worked with ProQuest in order to have a link to each individual paper, which lands on the current daily issue. Patrons will need their library card to log in when reading from home, but ProQuest has our IP address so that won't be necessary in the library. The links will soon be available on our Website under "Services".

Upcoming:

Elections/Budget Vote: We are on track to be ready for the June election/budget vote. We have multiple candidates gathering signatures for their petitions which are due on May 5th.

Continuing Education, Community Outreach & Library Advocacy:

Ulster County Library Association: Our most recent meeting was held at Elting Memorial Library. It was good to visit my former library. All matters discussed were procedural and nothing of note was decided.



PLEASE SIGN AND RETURN TO THE BANK

April 9, 2025

Jesse Chance
Director
Town of Esopus Library
128 Canal St
Port Ewen, NY 12466

Dear Jesse Chance:

The Bank of Greene County Charitable Foundation (the "Foundation") is pleased to inform the Town of Esopus Library ("Grantee") that the Foundation Board of Directors has approved a grant of \$1000 in support of the following: Pollinator and native food garden. Because your organization has been granted tax exempt status under one or more sections of the Internal Revenue Code ("Code") and is dependent upon continual support from the general public for classification as a public charity, our Foundation has been advised by counsel to submit to you a grant agreement to assure compliance with the code.

- (1) All of the grant funds are to be used for, and only for, the purpose stated above. Use of any portion of the grant funds, including any interest earned thereon, for any other purpose must have prior written approval of the Foundation.
- (2) Grantee agrees to furnish a written, annual report to the President of the Foundation on the manner in which grant funds were spent and the progress made in accomplishing the grant's purpose.
- (3) Grantee agrees that the grant funds will be used in accordance with the budget submitted by Grantee as part of its grant request and attached to this Agreement. Grantee agrees to furnish periodic reports to the President of the Foundation as to the expenditure of the grant funds in accordance with the budget and a final report upon completion of the grant period.

- (4) Grantee agrees to keep its financial and other records so that they adequately show the use of the grant funds exclusively for that grant's purpose.
- (5) Grantee assures the Foundation that the grant will not cause Grantee to lose its status as a public charity as described in the applicable sections of the Internal Revenue Code, and that its determination letters from the Internal Revenue Service that Grantee is a public charity are still valid and have not been revoked.
- (6) Grantee agrees to supply the Foundation with such information as may be necessary or desirable to permit the Foundation to review the use made of this grant and its effect upon the public status of Grantee.

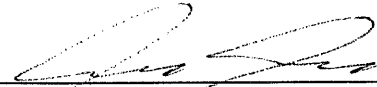
Bank of Greene County
Charitable Foundation



Donald E. Gibson
President & CEO

Grantee hereby agrees to the terms and conditions of the grant as recited above.

Grantee

By 

Date 4/16/25

*Returned
4/16/25
DMC*

**PLEASE SIGN AND RETURN THE ORIGINAL OF THIS LETTER NO
LATER THAN APRIL 25, 2025. WE MUST RECEIVE THE SIGNED
CONTRACT BEFORE MONEY CAN BE DISBURSED.**



Jesse Chance <director@esopuslibrary.org>

New MHLS Mobile App! (MHLS Bulletin) 3.25.25

1 message

Mid-Hudson Library System <bulletin-midhudson.org@shared1.ccsend.com>

Tue, Mar 25, 2025 at 8:02 AM

Reply-To: bulletin@midhudson.org

To: director@esopuslibrary.org

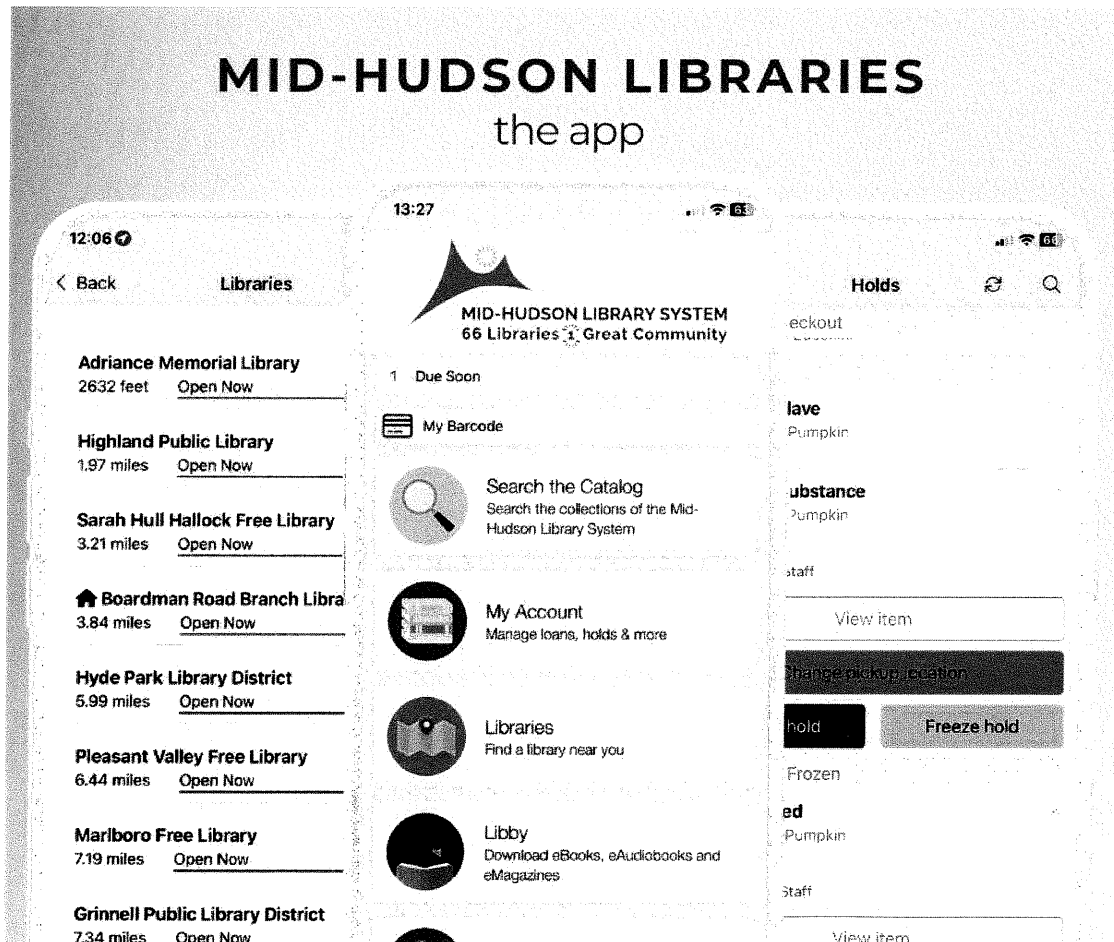
MHLS BULLETIN



MID-HUDSON LIBRARY SYSTEM
WEEKLY NEWSLETTER

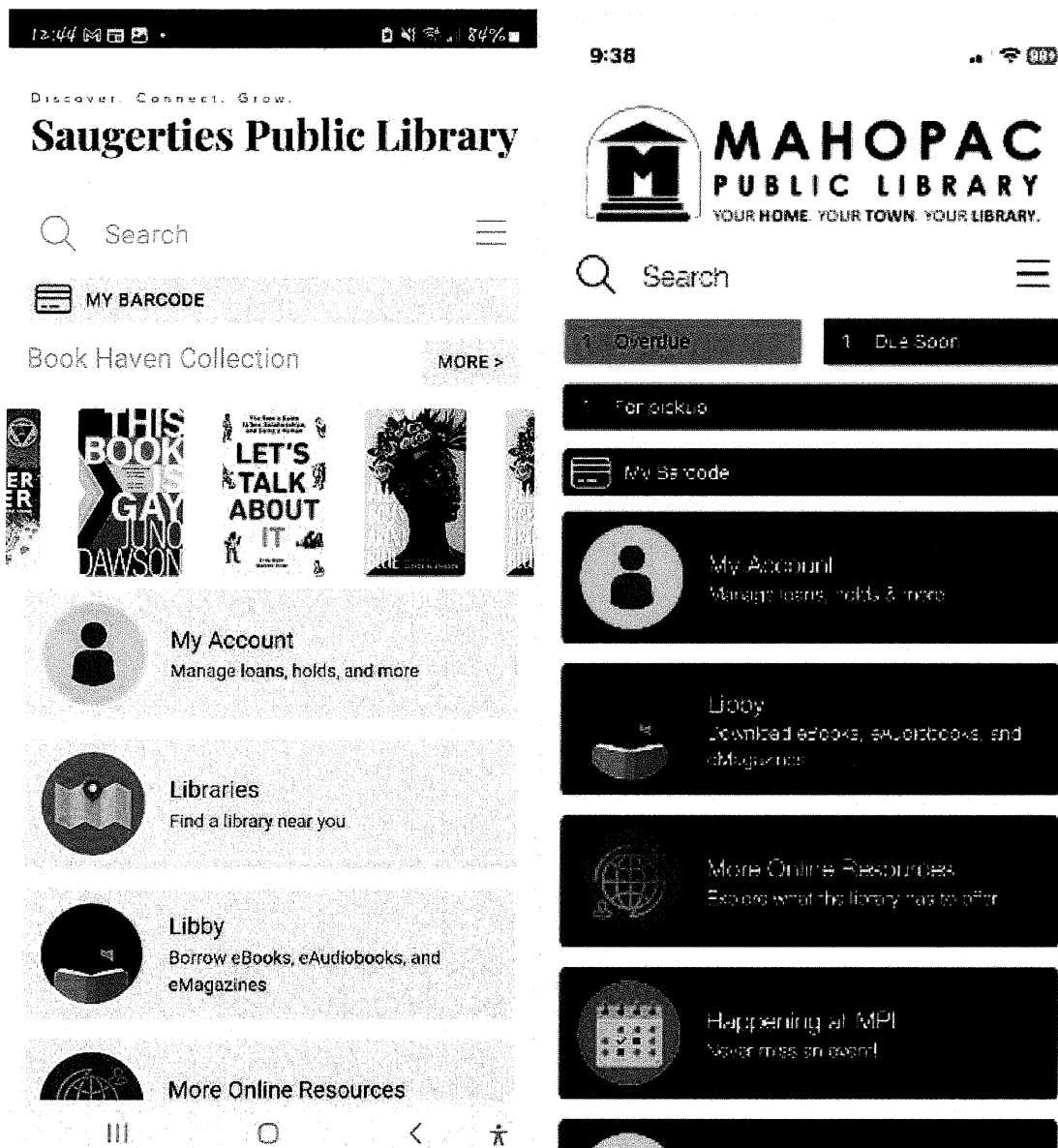
Vol.24-12 | 3.25.25

New MHLS Mobile App!



The Mid-Hudson Library System (MHLS) is excited to invite more libraries to join the Patron Mobile App roll-out! This innovative app is designed to streamline library services, making it easier for patrons to access resources, manage their accounts, and stay updated on library events. With user-friendly features and seamless integration, the MHLS Mobile App is set to transform the way libraries connect with their communities. We are gearing up for an official launch once we reach a critical mass of participating libraries. Get started now to be part of this new initiative!

To get started, Library Directors must open a ticket by emailing techsupport@midhudson.org requesting the login and password for the library, which will be emailed to them directly in an encrypted email.



Features of the app:

- **A customized library profile** - examples of the profile are available in the **Launch Kit**. Your library's profile is ready to launch as is or you can further modify and add more content points. MHLS has used existing library websites to gather images, brand colors, location information, and links to library social media. Branch profiles will be made available in the app when you are ready to work on it or share it.

Features included prior to customization include:

- Branded logos and colors
- Library logistics for all member libraries
 - Location
 - Hours
 - Contact
- Link to search catalog
- Library calendar access
- Library resources
 - Libby
 - Job now
 - Transparent Language
- Social media
 - Facebook
 - X
 - Pinterest
 - YouTube

Resources Available:

- **The Launch Kit is now available, and includes:**
 - Talking points for staff to share with patrons
 - FAQ's - which we will continue to add to as questions pop up
 - Documentation in print format and access to self-paced Training on Demand
 - Promo material - flyers, bookmarks, social media sized images
 - QR code access to download the app
 - Custom icons and button images
- **Zoom Training opportunities:** We have the one upcoming date. Mention your preference for Zoom training in the ticket and we will reach out to you to schedule.
 - **Wednesday, Mar 26 | 10:00 AM | Register at least 2 hours in advance for this meeting.**

Like all of the products MHLS supports, we rely on you to inform us where the issues are and what enhancements would improve the experience. If you have a question, reach out to Laurie Shedrick, Assistant Director, Technology Operations Manager.

MHLS Announcements

April Children's Programming Report □

It's really beginning to feel like spring here at the Town of Esopus Library! With Spring in mind I have been tailoring my programming to reflect the change of season with emphasis on nature/garden forward programming.

March Reflections

In the latter half of March we continued to have meetings of our regular programs including our twice weekly storytimes and toddler play group. All three of these programs continue to have robust attendance and fun crossover with patrons from storytime trying out play group and visa-versa. In March I tried out two new storytime timings, both of which opened up the opportunity for more people to visit the library and share stories! The first was a Very Hungry Caterpillar Afternoon Storytime held at 1:30 on a Thursday afternoon. This program had four families in attendance who otherwise aren't able to attend our morning storytimes. On the last Saturday of the month I held my first Saturday Storytime, but it certainly won't be the last one. This storytime had a wonderful turnout (28 people total, 15 of them children). We read stories that focused on spring themes and then made paper flower vases.

March children's programming finished with 26 programs and 404 attendees.

Outreach

At the end of March I was kindly invited to attend Chambers Elementary School's Take and Make family night. I set up a library table with lots of information about library programs and events. The table garnered lots of interest particularly for our upcoming Tween Yoga program which was exciting. Parents and caregivers were also interested in our Friends pamphlet. I had ten families sign-up for our bi-monthly newsletter where they will stay up to date on all our programs from babies to seniors. It felt great to be out in the community letting people know just what exceptional services the library has to offer. I hope to go back again before the school year is over and am also very excited by the prospect of visiting other local elementary schools.

At the beginning of April, I visited Headstart Kingston for another fun storytime. We read a handful of stories, sang a couple of songs, and did some movement with 12 great kids! I hope to provide visiting storytimes twice in May and once in June before the school year ends (can't believe that time is coming around so soon!).

April Happenings (so far)

So far April has featured mostly recurring programs. We had our first of two April meetings of Music and Movement with Terry Watson [18 kids, 20 adults attended], kids, and I think their caregivers too, really love the opportunity to groove and sing with Terry. Lego Club, which meets every other Wednesday at 4:30pm, has established a wonderful group of about 10 Lego

enthusiasts who make some really wonderful and inventive Lego creations. These can be found on display outside the children's room. Across two meetings in March Lego club had 18 and 16 people in attendance, and thus far in April 22 attendees! In May, Lego Club is going to move to meeting on (every) Fridays at 4pm.

Thus far April Children's programming has had 9 programs and 187 attendees.

Looking ahead

Spring Break is approaching and with it a bunch of crafty programs! On Tuesday, April 15th at 3:30pm I will host Clay Play which is exactly as it sounds: a fun hour of playing with clay! I had loved doing programs like this in the previous libraries I have worked in because kids get so creative and make the sweetest, cutest things. On Thursday, April 17th we will have back-to-back kids programming with Story and Planting with CCE Ulster 4-H at 2pm and then Spring Trivia at 4pm. Finally, on Friday at 3pm we will wrap up spring break programming with Terrariums! As I briefly mentioned above, the second half of April will bring the beginning of our six-week Tween Yoga Club. This program will bring mindfulness and movement to tweens ages 8+. Rounding out April programming will be an Afternoon Storytime filled with fairy tales on Thursday, April 24th. Another visit from CCE Ulster County but this time with multiple maple syrups for us to try on Friday, April 25th. On Saturday, April 26th Fox and I will be running/ hosting Spring Fest! This program will be a celebration of nature and poetry and will feature a talk from author and poet Ann Burg, poetry readings, and a storytime focusing on butterflies.

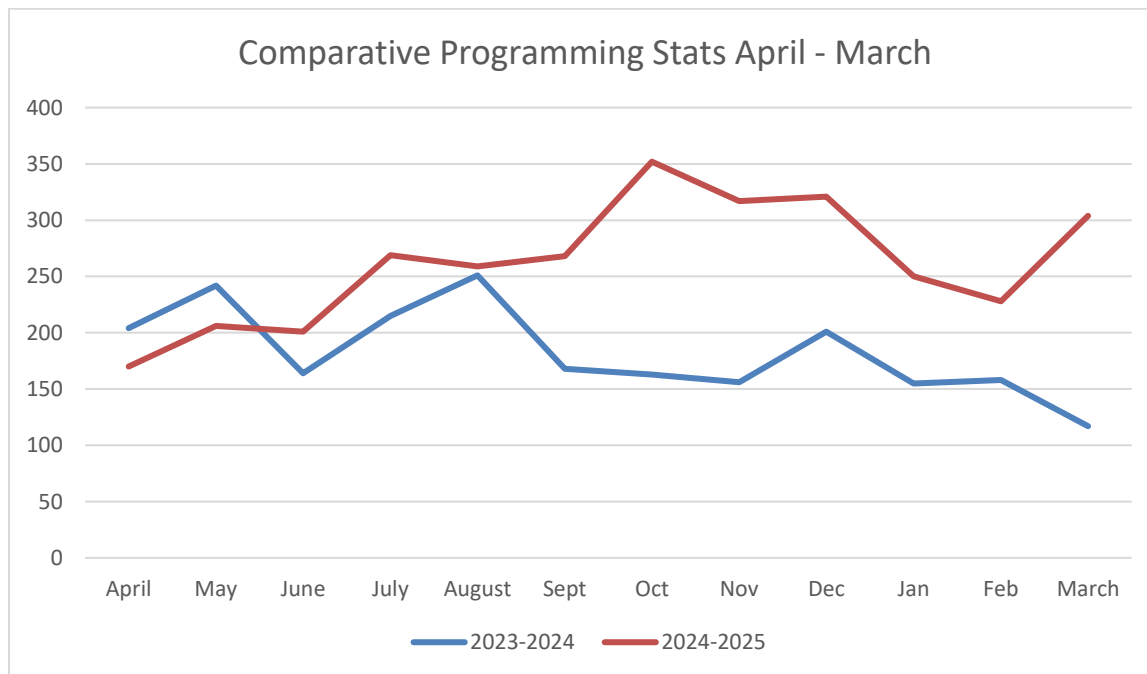
Warmest wishes,
Charlotte Svetkey, Children's Programmer



Teen and Adult Programming Report – April

Wrapping up the winter at the Town of Esopus Library

- **Final programming numbers for March**
 - **236 patrons at adult events**
 - **68 patrons at teen events**
 - **304 Patrons Total**
 - **Another chart!**



As you can see in this handy dandy line graph, we've abeared our low February numbers to continue on our generally upward trend as our community has persevered through COVID and staff changes and, seemingly, survived. March's numbers were a very strong 304 patrons – the highest they've been since December. Note that late April marks a full calendar year since Fox has been in the role, and please *ooh* and *aah* over their tremendous attendance numbers.

- **Adult Programming**

- **Ongoing Groups** Our groups have recovered from winter doldrums; this week, the **Reader's Choice Book Club** had to pull out extra chairs, as 16 were in attendance for a lively discussion of *A Prayer for Owen Meany*. Our

Esopus Artists Group is also bursting at the seams, sometimes requiring a fifth table to accommodate our paint slingers.

- **Duck Pond Gallery** This month, our **Esopus Artists Group** once again fills our gallery with a show of over 60 pieces; they'll be filling a schedule gap created by an artist cancellation next month as well, once again illustrating the reciprocal benefits of our ongoing library groups.
- **Body series Chair Yoga** returns this month at the Town of Esopus Library! In a bit of library magic, Kathy Schneider was out due to a family emergency, but somehow another yoga instructor had walked into our Needleworkers group a week before saying she felt called to teach yoga again. **Carol Rogers** subbed for Kathy, allowing a full class of 20 chair yogis to still be held and offering a **Beginner Yoga Class** in the future. I say never look a gift yogi in the mouth and will take her up on that.
- **Classes, readings, and workshops** Musician **TheyLoveThem** offered a multi-artist **Singer Songwriter Showcase** which was modestly attended with a group rarely seen in the library – twenty-somethings. Artist **Starling Annie** commented that performing in a library basement was a “dream come true.” She even meant it!

Teen Programming

- **On-going groups Dungeons & Dragons & Pizza** continues to be a reliable backbone for Teen Programming; earlier this month, three of our adventures joined Author and Poet Fox North (don't know who that is) in the Teen Room on a rainy Saturday to enthusiastically workshop poems as part of their grant-winning **Not-So-Tortured Poets Department** series of poetry events. **Rainbow Club** and our **All-Out Open Mic** continue to grow. The latter has attracted attendees from age 9 to age 90 the past two months; the intergenerational, supportive vibe is really something to be experienced firsthand. I would love to see board members in attendance at future open mics.

Respectfully submitted,

Fox North

Buildings and Grounds Committee Meeting Minutes

April 14, 2025

In Attendance: Stephen Lewis, Don Carragher, Laura Petit, Allen Olsen, Jesse Chance and Nina Nichols

The excavation is now complete on the two traffic islands and contracts have been signed to facilitate the installation of sidewalks and topsoil. We should be good to start planting in May.

We also met with the artist and grant writer who is building and installing the Star Wars themed Little Library by the buoy above the parking lot.

Submitted,

Steve Lewis

Next Buildings and Grounds Committee Meeting is scheduled for May 12, 2025 at 4:00 pm.

Finance Committee Meeting Minutes

April 16, 2025 @ 10:00 am

Attending: Allen Olsen, Chair; Elaine Jaffe; Laura Petit; Jesse Chance, Library Director

The March 2025 expenses in the amount of \$35,292.91 were approved.

The March 2025 financials were reviewed.

A 2026 budget draft, prepared by the Director, was approved by the Committee. The budget does include a contribution from the library's fund balance, as we have recently learned that Library audits are recommended every 2 years versus every 5 years.

The Director presented some information on expired CDs. He and the Committee Chair will work together to get that money reinvested. The Director also encouraged the Committee to review the *Financial – Budget & Budget Reconciliation* Policy of the bylaws.

Now that tax season is over, the Committee Chair will reach out again to Rose Woodworth at WZ Accountants for hopeful clarification of our Fund Balance questions.

The next meeting is tentatively scheduled for May 9th at 10 a.m.

Town Of Esopus Library
Governance and Personnel Committee
April 8, 2025

The Governance and Personnel Committee did not meet. Governance and Personnel Committee will meet for their May meeting on May 13, 2025 at 3:00 pm.

Respectfully submitted,
Martha Farrell, Chairperson

Town of Esopus Library

Sustainability, Research and Development Committee Meeting Minutes 4/9/25

Attending: Larry Decker, Sharon Bridon, Don Carragher

Excused: Steve Lewis, Martha Farrell, Jesse Chance

Now that the snow is gone and the sun was shining, this was a good day for a perspectives tour of current, pending and future projects. Accurate descriptions are helpful but actually standing on the ground where work happens is more revealing.

In a circular path we walked to the current solar ground-mount array (GMA) and in view of the roof array, we discussed the very large expansion of the GMA which will match the output of the 96 roof panels. Then we examined the drainage swales on the south-east lawn that collect and drain water into the retention pool a/k/a, the turtle pond. This area of lawn is a possible expansion library-wing site. Immediately up the hillslope is the east end of the community garden. This end area has enough room for a major extension of the garden that would follow the curve of Canal Street angling towards the river. Crossing the front of the library we inspected the curbed lower flower bed excavated today. The upper bed had not been completely dug out, so we adjusted traffic cones and safety tape around the site.

Lastly, we walked past the recently removed Burning Bush plot that we suggest be raked and seeded with grass this year. Walking up to the slope below Route 9W we observed the level areas that could be a venue-site for musical and other performances. The buried power cable feeding the electronic sign will be rerouted through this area to link up with the main building power system that will be solar fed at the completion of the new GMA, which we started the tour today at.

Submitted: Don Carragher.

Next meeting: Wednesday, May 14, 2025 at 4:00 pm

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

RESOLUTION 25 OF 2025

Payment of Claims
March 1, 2025 to March 31, 2025

WHEREAS, the total of all claims for payment, excluding wages and taxes, from March 1, 2025 to March 31, 2025 is \$35,292.91.

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

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

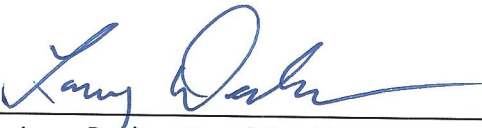
RESOLVED, the Board of Trustees of the Town of Esopus Library accepts and approves the payment of these March 1, 2025 to March 31, 2025 items in the amount of \$35,292.91.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Don Carragher Seconded: Steve Lewis

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

Approved by the Board this Wednesday, April 30, 2025

Approving Signature: 
Larry Decker, Board President

Town of Esopus Library
Check Listing
As of March 31, 2025

Type	Date	Num	Name	Memo	Clr	Split	Credit
Checking/Savings							
A0200 Cash Operating Fund							
2020 Bank of GC Checking 6086							
Check	03/05/2025	5183	Liberty Security System	V25-0104	X	A7410.452 Security System	76.00
Check	03/05/2025	5184	Ingram Library Services	V25-0105	X	A7410.410 Juvenile Non-Fiction	66.57
Check	03/05/2025	5185	Ingram Library Services	V25-0106	X	A7410.410 Adult Large Print	105.75
Check	03/05/2025	5186	Ingram Library Services	V25-0107	X	A7410.410 Adult Fiction	78.63
Check	03/05/2025	5187	Army Burg	V25-0108		Childrens Programs	200.00
Check	03/05/2025	5188	Charlotte Gibbons	V25-0109	X	Adult Programs	150.00
Check	03/05/2025	5189	Amazon	V25-0110	X	A7410.452 Custodial Supplies	309.67
Check	03/05/2025	5190	Deborah McMenemy - Reimb.	V25-0111	X	A7410.800 Health & Maj. Med.	424.45
Check	03/05/2025	5191	Binnewater Ice Co.	V25-0112	X	A7410.452 Water & Sewer	76.26
Check	03/19/2025	5192	Spectrum Enterprise	V25-0113	X	-SPLIT-	249.95
Check	03/19/2025	5193	Royal Carling Service Co	V25-0114	X	A7410.452 Trash	144.66
Check	03/19/2025	5194	Kathryn Schneider	V25-0115		Adult Programs	240.00
Check	03/19/2025	5218	National Business Technologies	V25-0116	X	A7410.2439 Printer/Copier	234.04
Check	03/19/2025	5195	Amazon	V25-0117	X	A7410.452 Custodial Supplies	99.99
Check	03/19/2025	5196	New York State and Local Retirement	V25-0118	X	-SPLIT-	25,726.36
Check	03/19/2025	5197	The Locksmithery, Inc.	V25-0119	X	A7410.452 Other Maintenance	200.00
Check	03/19/2025	5198	Mindful Yoga with Liz, Inc.	V25-0120		Childrens Programs	90.00
Check	03/19/2025	5199	Mindful Yoga with Liz, Inc.	V25-0121		Childrens Programs	9.99
Check	03/19/2025	5200	Germanatown Library	V25-0122	X	A7410.410 Adult Fiction	256.48
Check	03/19/2025	5201	Port Ewen Water/Sewer District	V25-0123		A9855 Friends Exp. Exchange	169.50
Check	03/19/2025	5216	Friends of the Town of Esopus Library	V25-0124 EXCH		A7410.410 Adult Large Print	96.59
Check	03/19/2025	5202	Ingram Library Services	V25-0125	X	A7410.800 Health & Maj. Med.	2,550.61
Check	03/19/2025	EFT	CDPHP	V25-0126	X	-SPLIT-	1,027.54
Check	03/19/2025	5203	Visa	V25-0127		A7410.452 Electric	1,061.97
Check	03/19/2025	5204	Central Hudson	V25-0128	X	-SPLIT-	98.48
Check	03/19/2025	5205	Amazon	V25-0129	X	A7410.800 Health & Maj. Med.	96.68
Check	03/19/2025	5217	Eastern VSP, Inc.	V25-0130	X	A7410.437 Professional Travel	37.52
Check	03/19/2025	5206	Jesse Chance	V25-0131	X	A7410.800 Workers' Comp.	235.00
Check	03/19/2025	5207	The Hartford	V25-0132		-SPLIT-	499.76
Check	03/19/2025	5208	OverDrive, Inc.	V25-0133	X	A7410.410 Adult Fiction	82.30
Check	03/19/2025	5211	Ingram Library Services	V25-0134	X	-SPLIT-	75.22
Check	03/19/2025	5209	Ingram Library Services	V25-0135	X	-SPLIT-	93.48
Check	03/19/2025	5210	Ingram Library Services	V25-0136	X	-SPLIT-	133.06
Check	03/19/2025	5212	Ingram Library Services	V25-0137	X	-SPLIT-	136.14
Check	03/19/2025	5213	Ingram Library Services	V25-0138	X	-SPLIT-	200.00
Check	03/19/2025	5214	Ingram Library Services	V25-0139		Adult - Presenters	35,462.41
Check	03/19/2025	5215	They Love Them LLC	V25-0140			35,462.41
Total 2020 Bank of GC Checking 6086							
Total A0200 Cash Operating Fund							
Total Checking/Savings							
TOTAL							

Friends
\$ 35,292.91 Page 1

Year

March 2025

Town ofopus Library

Voucher Log

page 1 of 3

copy

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V25-0104	Liberty Security Services	42716	3-4-25	[Signature]	76.00
V25-0105	Jugram	Multi	3-4-25	[Signature]	66.57
V25-0106	Jugram	9284	3-4-25	[Signature]	105.75
V25-0107	Jugram	Multi	3-4-25	[Signature]	78.63
V25-0108	Ann Burg (Presenter)	LOA	3-4-25	[Signature]	200.00
V25-0109	Charlotte Gibbons (Presenter)	LOA	3-4-25	[Signature]	150.00
V25-0110	Amazon	CNTP	3-4-25	[Signature]	309.67
V25-0111	Deborah McMenamy	Receipts	3-4-25	[Signature]	424.45
V25-0112	Birmeadon	4970	3-4-25	[Signature]	76.24
V25-0113	Spectrum Enterprise	Bill	3-18-25	[Signature]	249.95 mke
V25-0114	Royal Conting	Bill	3-18-25	[Signature]	144.66
V25-0115	Kathryn Schreiber	LOA	3-18-25	[Signature]	240.00
V25-0116	National Business Tech	4264	3-18-25	[Signature]	234.04
V25-0117	Amazon	4944	3-18-25	[Signature]	99.99
V25-0118	MSIRS	Bill	3-18-25	[Signature]	25,726.34
V25-0119	The Locksmithery, Inc.	22752	3-18-25	[Signature]	200.00
V25-0120	Liz Zocchi (4/23)	LOA	3-18-25	[Signature]	90.00
V25-0121	Liz Zocchi (4/30)	LOA	3-18-25	[Signature]	90.00
V25-0122	Germantrun Library	Donation Book	3-18-25	[Signature]	9.99
V25-0123	Fort Euen Water / Sewer	Bill	3-18-25	[Signature]	256.48
V25-0124	Friends of Esopus Library	Circ Reg	3-18-25	[Signature]	169.50
V25-0125	Ingram	5481	3-18-25	[Signature]	96.59
V25-0126	ADPAP	Bill	3-18-25	[Signature]	2550.61
V25-0127	VISA	Bill	3-18-25	[Signature]	1027.54
V25-0128	Central Hudson	Bill	3-18-25	[Signature]	1061.97

Year March 2025

Town of Jpus Library
Voucher Log

Page 2 of 3

Copy

Voucher	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
V25-0129	Amazon	Multi	3-18-25	[Signature]	98.48
V25-0130	VSP	Bill	3-18-25	[Signature]	96.68
V25-0131	Jesse Chace	Form	3-18-25	[Signature]	37.52
V25-0132	The Hartford	Bill	3-18-25	[Signature]	235.00
V25-0133	Cover Drive	0738	3-18-25	[Signature]	499.76
V25-0134	Jugroom	Multi	3-18-25	[Signature]	39.76
V25-0135	Jugroom	8839	3-18-25	[Signature]	82.30
V25-0136	Jugroom	Multi	3-18-25	[Signature]	75.22
V25-0137	Jugroom	Multi	3-18-25	[Signature]	93.48
V25-0138	Jugroom	Multi	3-18-25	[Signature]	133.06
V25-0139	Jugroom	Multi	3-18-25	[Signature]	136.14
V25-0140	They Love Them LLC	LOA	3-18-25	[Signature]	200.00
V25-0141	WZ Accountants	3589	3-31-25	[Signature]	625.00
V25-0142	Jugroom	5170	3-31-25	[Signature]	43.98
V25-0143	Jugroom	Multi	3-31-25	[Signature]	127.80
V25-0144	Jugroom	Multi	3-31-25	[Signature]	185.88
V25-0145	Jugroom	Multi	3-31-25	[Signature]	58.95
V25-0146	Jugroom	5480	3-31-25	[Signature]	33.60
V25-0147	Jugroom	9896	3-31-25	[Signature]	16.80
V25-0148	Amazon	Multi	3-31-25	[Signature]	130.78
V25-0149	Jugroom	3627	3-31-25	[Signature]	11.99
V25-0150	Amazon	WQ3D	3-31-25	[Signature]	183.76
V25-0151	Cover Drive	0738	3-31-25	[Signature]	499.76
V25-0152	WZ LRS - Intwest	Bill	3-31-25	[Signature]	29.00
V25-0153	Friends of Library	Split	3-31-25	[Signature]	188.50

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
Resolution 26 of Year 2025

2026 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 2026 budget in the amount of \$610,355.65, with a tax appropriation of \$483,868.65, 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: Elaine Rylance

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

Approved by the Board this Wednesday, April 30, 2025

Approving Signature: 
Larry Decker, President

**Proposed 2026
Town of Esopus Library Budget**

Income

Town Tax Appropriation	\$483,868.65 (7.3% Increase)
Foundation	\$50,088.00
PILOT	\$4,899.00
Library Charges	\$3,500.00
Interest & Earnings- other	\$10,000.00
Gifts & Donations	\$16,000.00
Grants	\$10,000.00
State Aid	\$12,000.00
Fund Balance	\$20,000.00

Total \$610,355.65

Expenses (Summary)

Employee Wages	\$311,060.00
Payroll Expenses	\$57,600.00
Health & Major Med	\$70,000.00

Total Employee Expenses \$438,660.00

Total Information Technology & Equipment	\$7,800.00
Total Print Books	\$12,800.00
Total Serials	\$3,800.00
Total Recordings	\$18,300.00

**Total IT and
Collection
Expenses** \$42,700.00

Total Grounds	\$14,750.00
Total Systems	\$24,750.00

**Total Grounds &
Systems** \$39,500.00

Total Utilities \$3,750.00

**Total Office &
Library Support** \$5,200.00

Total Telecom \$5,600.00

**Total
Programming** \$23,545.65

MHLS \$15,000.00

**Total Prof.
Expenses** \$36,400.00

Total Expenses \$610,355.65

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
RESOLUTION 24 OF 2025

^{Tiny}
Little Free At-At Walker Library

WHEREAS, the Buildings and Grounds Committee has been asked to consider placing a ^{Tiny} ~~Little~~ Free Library" created by a local craftsman, Langston Williams on Library grounds. For context, Langston also created the little boat sculpture that is in front of Town Hall presently. The tiny library is being crafted in the shape of an At-At Walker from the Star Wars movies.

WHEREAS, the Buildings and Grounds Committee recommends that the Library agree to host this attractive and interesting library themed installation with the stipulation that either the Library or the artist is free to terminate this arrangement as needed.

RESOLVED, the Board of Trustees of the Town of Esopus Library accepts and approves this installation of a ^{Tiny} ~~Little~~ Free Library on Library grounds; location to be decided by the Buildings and Grounds Committee.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Laura Petit Seconded: Don Canagher

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

Approved by the Board this Wednesday, April 30, 2025

Approving Signature: Larry Decker

Larry Decker, Board President

RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY

Resolution 27 of Year 2025

LUKATIS DONATION

WHEREAS, Catherine E. Lukatis named the Esopus Library as a quarterly recipient of a portion of her trust's earned net income, to be used in an unrestricted manner

WHEREAS, this quarter the library's share is \$761.59

RESOLVED, the Board of Trustees of the Esopus Library accepts the quarterly share of income in the amount of \$761.59 from the Lukatis Trust into the operating funds for the library

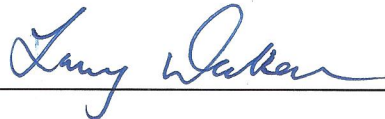
FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Martha Farrell Seconded: Don Canagher

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

Approved by the Board this Wednesday, April 30, 2025

Approving Signature: _____



Larry Decker, Board President