MEETING – BOARD OF TRUSTEES

HIGHLAND PUBLIC LIBRARY
14 Elting Place
Highland, NY 12528
Thursday July 1, 2021

MINUTES
In attendance: Fran Brooks, Nancy Hammond, Darlene Plavchak, Melissa Burdash, Jacqui Burke, Director Julie Kelsall-Dempsey, Mark McPeck

I. CALL TO ORDER 5:12PM

A. Reorganization
   1. Officers-Be it resolved to accept the following slate of Officers for 2021-22 Board of Trustees:
      President: Nancy Hammond
      1st Vice President: Darlene Plavchak
      2nd Vice President: Fran Brooks
      Financial Officer: Eric Norberg
      Secretary: Laura Finch
      Appointment of Lisa Gill as Treasurer
      **Secretary (Melissa Burdash) to cast one vote to be approved, done.
   2. Recommend the Board designates M&T bank as depository for 2021-22 fiscal year
   3. Designates Daily Freeman as official newspaper. The library may also publish announcements in the Southern Ulster Times and Hudson Valley
   4. Designates Robert Schofield of Whiteman, Osterman and Hanna as Legal Representation
   5. Designates Emily Brooks, and Rose Woodworth of O’Connor CPA as Accountants
   6. Designates the fourth Thursday of every month as official business meetings. Any meeting date changes or modifications will be announced prior to the meeting date.

   **Items 2-6 above moved- Nancy, Second- Fran, Melissa yes, Jacqui yes, Darlene yes.

B. Oath of Office: Jacqueline Burke
   **At this point, newly appointed president Nancy Hammond takes over as president and conducts the meeting.

   Minutes: Move-Fran, Second-Darlene, Approve-all

C. Financial Report:
• Be it resolved to approve the warrants attached for operating expenses for the month of June 2021. Move to accept-Fran, Second-Darlene, Approve-all

D. Director’s Report- Back in full swing. Most people are respecting the request to stay masked. Teen room is ready to go. Clintondale will be closing, we will be out by September. Will be giving away books, selling at October (hopefully) booksale, bringing some to the Highland branch. Programs are still outside-picnic and paint, yoga, story hour, etc. Will revisit outdoor only status in September.

E. Old Business
   Approve Staff salaries as presented in February Approved by roll call: Fran-Yes, Jacqui-yes, Melissa-yes, Darlene-yes, Fran-yes, Nancy-abstain.
   Lawn Care- Topseed was the only interest, no change in rate. Other places just don’t have the staff right now. Topseed is used personally by several BOT members, but they were not endorsed by them, nor do they have any personal stake in whether we use them or not. Determined no need for any members to abstain from vote. Approved by roll call: Fran-yes, Darlene-yes, Melissa-yes, Jacqui-yes, Nancy-yes.

F. New Business
   Clintondale Branch-see notes above, under Director’s Report
   Photography policy- There is a First Amendment Audit group that is going to public libraries to enforce their 1st amendment right to film people in the public space. Policy is to not engage with them and ask them to not film children/underage patrons. First reading.

G. Standing Committees:
   • Facilities-Lawn services RFQ report-see above in Old Business
   • Personnel/Policy-Photography policy-1st reading-see above in Old Business

H. Friends Liaison-met on Saturday

I. Public Comments-none.

Adjournment 5:36.