

Highland Public Library

Board of Trustees Meeting Agenda

Thursday, October 22, 2026

14 Elting Place,
Highland, NY 12528

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes

- Review and approval of September 24, 2026 minutes

4. Financial Report

- **Be it resolved to approve the warrants attached for operating expenses for September 30, 2026 and October 15, 2026.**
- **Be it resolved to approve/accept the September 2026 Financial Report as prepared by Rose Woodworth, accountant.**

5. Director's Report

- **Facility:** After the heavy rain and heavy traffic during the Defensive Driving Class, the public restrooms had flooding through the floor drains. Integrity Mechanical snaked the drains.
- **Finance:** We received \$668,514.15 towards our 26/27 tax levy, and \$1,894.14 towards our PILOT.
- **Community:** On October 7, 86 children and caregivers visited the library to see fire trucks and learn about fire safety in the library parking lot.
- **Professional Development:** I will attend the NYLA Conference in Saratoga Springs in early November. Caitlyn and Sam will attend the "Fall into Books" conference in Kingston.
- **Partnership:** Hosted four RCLS library directors participating in the Public Library Administration class offered through Palmer/LIU. They worked on a mock facility plan, and I hope to share their findings with the Facilities Committee once received.

6. Old Business

- **Trunk or Treat** - Friday, October 30th. Nineteen trunks confirmed, 5 additional pending. Partnership with Highland High School's Interact Program for volunteers.

7. New Business

- Resolution to accept the Community Partner Policy
- Resolution to move \$50,000 from unrestricted to operating account in September to cover payroll and expenses as the library waited for the tax appropriation from HCSD.
- Resolution to move \$50,000 from operating to unrestricted account in October after tax appropriation was received from HCSD.
- Discussion of December Board Meeting dates due to holidays.
- Review of approved 2027 holidays.
- Advocacy day - it's never too early to plan! It will be Tuesday, February 3rd in Albany.

8. Standing Committee Reports

- Facilities
- Personnel
- Finance

9. Trustee Comments**10. Friends of the Highland Public Library Liaison report**

- Missy

11. Public Comments**12. Next Meeting - November ?, 2026****13. Adjournment**