

Easton Library Board Meeting

April 7, 2026 @ 6:38PM

In Attendance: Jennifer DeCarlo, Cindy Bulger, Patricia Mcfee, Wendy McKernon, Beth Bluman, Mary Barnhart, Marti Ellermann, Abby Henderson,

Public comments: None

Minutes from the Previous meeting: Marti motions to accept the minutes from the March Special meeting as well as the Annual Meeting and March Organizational Meeting, seconded by Mary

President's Report: Focused on teamwork and encouraged committees to select a spokesman to report concisely to the board

Treasurer's Report: Abby motioned to approve the warrants; Wendy seconded. Vote to approve the warrants passed.

Cindy presented the Treasurer's Report- of note, we have seen increases in both our liability insurance and phone bills

Director's Report:

- Updated Plan of Service is now listed on the website- will need to be updated every 5 years
- Amy Jordon will host the Spring Card Program, currently 10 registrants
- Cookbook club met March 9 for Irish-themed food; 9 attendees brought food using their own recipes
- SALS is offering the new Vega Discover catalog link for patrons on the current PAC. There is even a link to the "Classic Catalog on the Vega Discover catalog for those who prefer the old PAC interface
- Em Ambrose and Anna of Comfort Food Community met with Jennifer about educational materials, food safety, and reporting. The MOU contract was signed
- Neighborhood Book Club met and discussed Buckeye by Patrick Ryan, continues to be well-liked by the attendees
- 23 people attended the Annual Meeting on February 24th
- Ag Literacy book has arrived, donated by CCE and collaborators
- 2 Frame Drum classes for Absolute Beginners were conducted by Chelsea Henderson- 17 total attendees

Old Business:

Construction Update:

NYS Department of Education letter dated 3/30/26 stated that the first grant payment will be \$455,598. Cindy will follow up with SALS for further understanding of the anticipated arrival date

A separate money market bank account has been opened to house the grant funds upon arrival.

Burton Hall has been permitted for use by the construction crew

Risk Insurance Policy proposal has been secured- will be enacted once. The construction start date has been set. Policy is \$825.19 over the originally planned soft cost budget for construction.

Marti moves to approve Cindy to enter into a builders' risk insurance policy up to \$10,900. Seconded by Mary.

Marti offered to review the financial accountability policy and spending limits per role, and board approval requirements

NYS Annual Report:

The NYS state submission platform has opened, SALS has extended the deadline for submissions to April 16th. Jennifer and Cindy are in the process.

Bi-law Committee Update:

Amendments have been integrated into the bi-laws

Board discussed suggested adjustments and decided:

- The Annual Meeting date will be changed to March.
- Minimum number of board meetings per year will be six.
- "Librarian" will be changed to "Library Director" throughout bi-laws. Future trustee terms will be 5 years.
- A quorum for the purpose of taking action will be a majority of members.
- Standing Committees reviewed
- Meetings will be publicized one week in advance online

New Business:

SALS Annual Meeting will be on May 18th at the Queensbury Hotel, trustees encouraged to attend

Carpet cleaning will be revisited next year

Treasurer's Laptop order has been delayed

The circulation computer and two public-use computers are aging out of JA support. Jennifer suggests replacing only the circulation computer. A circulation computer would cost \$2,000, and Public Use Computers would cost approximately \$ 1,300.

Patricia makes a motion that we purchase a new circulation computer, but the public use computers should not be replaced, leaving 3 public use computers. Purchasing more computers can be discussed if the need arises. Seconded by Marti.

Mary Motions to adjourn the meeting, Abby Seconds. Adjourned 8:17

Upcoming Meetings:

May 12

June 9

July 14

August 11 (budget due to Town of Easton)

September 8

October 13

November 10

December 8