



1 Franklin St.
 Catskill, NY 12414
 (518) 943 - 4230
 (518) 943 - 1439
 catskillpubliclibrary.org

**Board Meeting Minutes
 June 19, 2024**

Location: Catskill Public Library and Zoom

Called to Order: 7:00 PM

Present: Mike Maloney, Gil Bagnell, Rishema Fox, Sarah Decker, Mark Perry

Staff: Christopher Leary, Joan Miller, Dale LaGue

Zoom: Joy DeVita, Bathsheba Orlando

Excused: Helene Tieger, Emily McCabe

Guest: Patricia Ruck

Motion to approve May 15, 2024 Minutes

M. Maloney, 2nd R, Fox

Reports:

- Treasurer report
- Director Report
- Branch Manager
- Adult Services Report
- Youth Services Report
- Friends of the Catskill Public Library

Approved without objection

- Michael Maloney
- Christopher Leary
- Bathsheba Orlando
- Dale LaGue
- Emily McCabe
- Joy DeVita

Old Business:

Counseling Memo

Reviewed the need for a standardized form for counseling sessions about job performance deficiencies and improvement plans. Discussion followed regarding the need for timely reviews for all staff.

Christopher Leary

Motion to approve the Counseling Memo

M. Maloney, 2nd R. Fox

Volunteer Policy

Mr. Leary has been approached by individuals who have expressed an interest in volunteering to develop/run programs. He talked about how volunteers would be a great way to connect with the community. A discussion followed regarding the need for background checks as per our insurance carrier. Further work will outline the need, how background checks will be obtained, and how information will be shared with the volunteer and supervising staff.

Christopher Leary

More information will be gathered, and the policy will be tabled for a later date and time.

New Business:

Operating Hours

Mr. Maloney and Mr. Leary have been approached regarding the library operating hours. Mr. Leary points out that Franklin St. is open to the public for fewer hours than it was pre-pandemic. The general belief is that creating an easily remembered “Open” schedule and extending hours to include evening hours will increase visit numbers and patron satisfaction and create more consistency.

Christopher Leary & Michael Maloney

This conversation and supporting statistics are ongoing.

Board Member Elections -

7/2024 thru 7/2025 Slate of Officers: motion to approve slate: G. Bagnell, 2nd M. Perry
Mr. Bagnell accepts the nomination on Ms. Tieger's behalf for President
Ms. Decker accepts the nomination for Vice President
Mr. Maloney accepts the nomination to continue as Treasurer
Ms. Fox accepts the nomination to continue as Secretary.

Expiring Terms:

Mark Perry

Helene Tieger

Motion to approve renewing terms from 7/2024-7/2027

M. Maloney, 2nd R. Fox

The next meeting will be held at the Palenville Branch Library at 7:00 pm on July 17th.

Motion to adjourn @ 8:02 pm

Mike Maloney, 2nd Mark Perry

Respectfully Submitted,

Rishema Fox, Secretary

