

## **Board of Trustees Meeting Minutes**

**April 14, 2026**

Attended by trustees Margaret Hartley, Colin Hagadorn, Beth Teitel and Janice Waterhouse, Library Manager Marion Allan and Library Clerk Claire Spivack. Absent: Trustee Josh Jaquard. (Note: Hartley arrived at 6:47 p.m.)

Presiding: President Janice Waterhouse

Janice Waterhouse called the meeting to order at 6:40 p.m. and led the board in the Pledge. She noted there was one change in the agenda: the consideration of a new position, to be added under New Business.

Beth Teitel moved to adopt the amended agenda. Colin Hagadorn seconded. Carried. Waterhouse moved to accept the minutes of the March 10 meeting. Hagadorn seconded. Carried.

### **President's Report**

Waterhouse shared an idea to make the library more accessible to students from the towns of Stony Creek and Day. She suggested working with the school to see if students could be dropped off at the library (with parental permission) during the regular dismissal run, and picked up to be brought home during the late run.

### **Vice President of Finance Report**

Colin Hagadorn presented the monthly bills, noting a credit of \$353.30 from JP Morgan, a refund from the fraudulent purchase made on the card. Total bills for the month came to \$2,907, and total deposits were \$608.51. Hagadorn noted that the two 6-month CDs were coming due, and that the best option was to roll them over for another 6 months at 3.27 percent. He said National Grid will be crediting the library for the 7 percent tax the library should not have paid, going back to 2020. And he suggested that Library Manager Marion Allan check to see if the library can get a better rate on phone service.

Hagadorn made a motion to approve bills. Waterhouse seconded. Carried.

### **Secretary's Report**

Hartley said board members had received three emailed letters from patrons supporting the proposal to seek an increase in funding from taxpayers, and supporting keep staffing levels steady.

### **Manager's report**

Library Manager Marion Allan noted the library will operate from a tent at the Maple in April Festival on Saturday, April 25. She said they will need some volunteers to help set up the tent at 8 a.m. and to take it down at 4 p.m.

The library's book sale raised \$154.

The library received a grant of \$3,630 for OATS programming (Older Adult Technology Services), which Claire Spivack trained for and is leading.

Allan plans to hold town hall-style presentations on May 6 at 6:30 p.m. and May 9 at 10:30 a.m. to discuss the tax levy.

March saw 924 patrons, including 243 who attended library programs. Total circulation was 666 items.

Allan noted that Library Programmer Taylor Stelitano has proposed staying on at the library in a more limited capacity, two days a week for a total of about 7 hours, in order to continue running some programs and helping out where needed, including making signs and flyers promoting library events. As a result, Allan is seeking board approval to hire a second clerk, at 15-20 hours a week, to make up the difference.

### **Old Business**

A resolution was needed to allow Allan to submit the library's annual report to SALS for submission to the state. Waterhouse so moved, Hartley seconded. Carried.

Allan submitted the Volunteer Policy. Hagadorn said he objected to allowing 14 year olds to volunteer, and suggested that all volunteers needed sexual harassment training. After discussion, the policy was tabled to consult with our lawyer about the need for such training.

### **New Business**

The board discussed Allan's proposal to add a third staff member, to fill in the hours that Stelitano is vacating. The new person would be hired as a clerk, rather than a programmer, so the pay would be about \$2 per hour less than the programmer rate and total staff hours would remain the same.

Hartley moved to create the new position, Teitel seconded. Carried.

Hagadorn said he spoke to the insurance company and said the library should have informational posters describing what to do in the case of someone choking, and that there should be a CPR mask and instructions available.

### **Public Comment**

Roger Allan of Hadley said if we use the school to work program for volunteers, they are very well supervised.

JoEllen Parsons of Lake Luzerne said she read the article about the March meeting in the Post Star and watched the recording of the meeting. She said she appreciates all the work the board does, and supports the proposal to raise more revenue and the plan not to cut staff.

### **Adjournment**

At 7:23 p.m. Hagadorn moved to adjourn. Teitel seconded. Carried.

**The next regular board meeting will be on May 12 at 6:30 p.m.**

*Minutes prepared by Board Secretary Margaret Hartley*