

Putnam Valley Library Trustee Meeting Minutes
Nov. 21, 2022

Attendees:

Trustees: Beth Appel, Ginger Lefurgy, Leslie Martin, Terry Raskyn, Janet Dolot, Cori Madrid, Marilyn Power

Library Director: Katherine Reilly

Library Business Manager: Lori Arena

Friends of the Library Representative: Michael Bennett

1. The minutes were approved as amended.
2. Treasury Report: Expenses and revenue for the month were as expected. The Treasurer reported that a bank account at Mid-Hudson Credit Union has been established to deposit funds for construction of the skylight.
3. Director's Report: Activities for both children and adults have seen good attendance. Circulation was somewhat down from last month for physical items, but increased for e-resources.

The food patty has been closed for the winter, and members are being referred to the Putnam Valley Food Pantry.

Terry Raskyn and Kathy Reilly attended and Veterans Day Ceremony at the Town Center and presented a wreath on behalf of the library.

The number of volunteers assisting the library has increased, and the intention is to continue and develop the volunteer program.

The calendar has been transitioned to Assabet, and is available on the website. Other aspects of the website have been undated, and a button has been created for donations to fund the skylight replacement.

An e-newsletter will be sent to remind patrons when they need to update their library cards.

The library is planning to purchase a small 3-D printer for adult and teen programs, and will set up training for staff and classes for patrons in using the printer.

Estimates are being collected for winter snow removal. The library will seek a contract for maintenance of the air conditioning system, and continue repairs to the plumbing system in the community kitchen.

The process for obtaining permits for the skylight will begin in late November.

4. The Friends of the Library reported good attendance at the Putnam After Dark series. The Friends will coordinate with the Director to train and place volunteers in the library.

5. The annual holiday staff party will take place on Thursday, December 15.

The next meeting will be December 19, 2022.

Respectfully submitted,
Marilyn Power