

**Josephine-Louise Public Library**  
**Board Minutes**  
**Monday, December 19, 2022, 5:00 p.m.**

**Present:** Mel Wesenberg, Edan Holmes, Rev. Ani Kunga, John Cappello, Jason Trafton  
Library Director Ginny Neidermier

**Absent:** Laura McNamee, GERALYN Cronin

Meeting called to order 5:10 p.m.

**Approval of November 2022 Minutes:** John Cappello motioned to accept the minutes;  
Rev Ani seconded; Carried.

**Correspondence:** - Donation of \$100 received from P. Offermann.

**Director's Report:** - Report submitted.

Review of construction project and finances: project was reduced significantly due to budgetary constraints and unable to upgrade AC units to Central Air in the second floor library space; still able to move forward with upgrades in the Community Room and the AC unit located there. To recap: The projected budget will most likely be increased. The architect fees increased since we had to re-evaluate the plans and work on putting out the bid again. There is enough in the Fund Balance to cover unexpected expenses. The Library Board is able to approve a budget transfer to the Capital Account when the time comes.

**Committee Reports:** - None

**Old Business:** - Discussed the present Town of Montgomery contract for shared services. The contract is a 'bare bones' one for the library services. The library has only asked for funding for Village Residents with a Walden address outside the Village (5,562), but there is a population of roughly 2,269 that are unserved within the unincorporated areas of the Town of Montgomery.

The current Town of Montgomery Supervisor will step down as of December 31, as he takes his seat in the Assembly. Assistant Supervisor, Ron Feller, will take his place for 2023.

New Library Trustee position discussed. Board members encouraged to bring suggestions next month to fill the expired term of Rev. Ani Kunga.

G. Neidermier to reach out to Grace Riario, Executive Director of RCLS, and invite her to the January meeting.

**New Business:** - G. Neidermier attended the recent Train the Trainor session organized by RCLS and the Continuing Education Committee. Stressed the importance of attending the CE sessions offered through RCLS. Trustees are required to take CE webinars / sessions. The Annual State Report has a section to report the number of CE credits taken by Trustees.

We have upgraded speed and broadband to our Spectrum account for better streaming and connectivity.

**“For the good of the Order”/Comments:** Discussion on upcoming Library Referendum for 2023 and organizations that we will need to reach out to. A timeline for review will be available at the January meeting.

Motion to adjourn 5:55 p.m. – Rev. Ani motioned, John Cappello seconded. Carried.  
Next Library Board meeting – Monday, January 23, 2023.

Presentation to Rev. Ani Kunga for her many years of service to the Josephine-Louise Public Library Board of Trustees.

**Josephine-Louise Public Library**  
**Board Minutes**  
**Tuesday, January 31, 2023**

**Present:** Mel Wesenberg, John Cappello, Laura McNamee, Edan Holmes, Geralyn Cronin  
Library Director Ginny Neidermier, RCLS Executive Director Grace Riario

**Absent:** Jason Trafton

Meeting called to order 5:06 pm

**New Business:**

-Election of Offices: President- Mel Wesenberg

Vice President- Edan Holmes

Secretary- Laura McNamee

Committees: Finance Committee- add Laura McNamee

Public Relations & Advocacy- add Geralyn Cronin

Motion by Edan to accept the appointments, seconded by Geralyn, approved 4-0

-Proposed/Updated Contract with TOM

Grace Riario joined us to discuss the referendum and contract. The goal of RCLS is for all of the libraries who have a contract with Village/Town/City will have the exact same contract. It includes the direct access plan and is per capita (TOM per capita is 45). As a result of the failed Port Jervis referendum, this contract is structured so that any community that does not have a library will still be paying towards a library.

For the referendum- we will need at least 10% of the voters who voted in the last gubernatorial election. If it does not pass we can fall back on the contract already established with the Town. We need to confirm the contract is already signed with the Town so that the funding is secured.

John brought up point about the response of the Village of Montgomery if Town residents in the 12549 end up paying into the Walden Library Services.

RCLS will help us with budgeting, outreach, language of referendum, and we will need a strong PR outreach as well.

(Laura McNamee left the meeting at 5:57 p.m. Ginny Neidermier continued the minutes)

**Correspondence:** Donation received from Hannaford Helps December fundraiser. Donation received from Walden Woman's Club.

**Director's Report:** Report submitted.

**Committee Reports:** No reports at this time.

**Old Business:** Funding updates: will plan to meet with Supervisor Feller to discuss the Library plans for the year ahead. Possibly set up a meeting with the Town of Montgomery Business Council since they may receive a lot of inquiries.

Sill need to fill the open seat on the Library Board. Discussion followed.

Reminded the Trustees that the need to take Trustee Training sessions and/or webinars will be a requirement for this year and going forward.

Grace Riario reviewed the Orange County Civil Service decision that states the library as an appointing or hiring authority. The purpose of the decision is to allow Municipal Libraries to request Civil Service lists, and go through the hiring process without the approval of a Village or City Board or Manager.

John Cappello motioned to approved the Resolution and to forward the Resolution to Civil Service in Orange County, NY. Mel Wesenberg seconded. Yes – 4, No – 0. Carried.

Courtney Stafford to be invited to the next Board meeting.

**“For the good of the Order”/Comments:**

Motion to adjourn – Mel Wesenberg, John Cappello seconded. Adjourned 5:59 p.m.

Next Library Board meeting – February 27, 2023 5:00pm

# Josephine-Louise Public Library

## Board Minutes

Monday, February 27, 2023

**Present:** Mel Wesenberg, John Cappello, Laura McNamee, Edan Holmes, GERALYN Cronin  
Library Director Ginny Neidermier, Potential Trustee Courtney Stafford

**Absent:** Jason Trafton

Meeting called to order 5:08 pm

Mel made a motion to accept the minutes, seconded by GERALYN, approved 4-0

### **Correspondence:**

- Received donations in memory of Audrey Sevits
- Past employee sent complaint about the insurance plan in regards to insurance for her husband

### **Director's Report:**

- Beth's Toddler Time Program and Baby Rhyme Time both were popular with high attendance
- Owl Prowl- 15 attended on Feb. 18<sup>th</sup> at the Shawangunk Grasslands

### **Committee Reports:**

- None to Report

### **Old Business:**

- TOM Funding: Ginny met with Supervisor Feller, Bernard, and his clerk Lauren; we had received \$257,000 from TOM for 2022-2023 and after emails and conference with them, they were able to raise it to \$275,000 for 2023-2024
- Trustee Position: Courtney Stafford attended to see about becoming a trustee
- Trustee Training & Continued Education: Training is requested before/by May 31, 2023, before new fiscal year; starting June 1, 2023-May 31, 2024 trustees will need 2 CEs; they will be offered by RCLS
- Civil Service Resolution hiring authority; John made a motion to adopt the resolution allowing the library to do their own hiring, seconded by Mel, motion approved 4-0.
- Referendum: We are expecting pushback from the Village of Montgomery, especially with Mr. Brescia rumored to be running for Town Supervisor; even though there was discussion with them to try and go out for the referendum together, but they had no interest in going together.

Petitions would begin to be carried between April and June, hopefully we can also get some feedback, to see if it is worth going out for the referendum; we will need 10% of those town residents who voted in the governor's election and we will plan to get extra

Our March meeting will address the language of the petition and the number of petition signatures we will need.

-Security Camera Update: based on a couple incidents we want to get the cameras up, Ginny reached out to Scott Bennett for a third quote and is waiting to hear back (First quotes were \$4882 and \$1500). The fund balance would be able to fund the cameras; John made a motion for Ginny to approve up to \$4000, seconded by Mel, motion approved 4-0. \*We will also update our policy regarding recording and filming

**New Business:**

-Courtney Stafford: Mell made a motion to accept her, seconded by Geralyn, approve 4-0

**"For the good of the Order"/Comments:**

Next Library Board meeting – March 20, 2023 5:00pm

**Josephine-Louise Public Library**  
**Board Minutes**  
**Monday, March 20, 2023, 5:00 p.m.**

**Present:** Mel Wesenberg, Edan Holmes, John Cappello, Geralyn Cronin, Courtney Stafford  
Library Director Ginny Neidermier

**Absent:** Laura McNamee, Jason Trafton

Meeting called to order 5:13 p.m.

**Approval of February 2023 Minutes:** John Cappello motioned to accept the minutes,  
Geralyn Cronin seconded; Carried.

**Correspondence:** - None

**Director's Report:** - Report submitted.

**Committee Reports:** - None

Formed Chapter 414 Committee with Jason Trafton as Chair

**Old Business:** -

- Discussed attending the next Town of Montgomery regularly scheduled Board meeting.
- Discussed the importance of PR with the upcoming Referendum. Ginny will reach out to Dave Cosco, RCLS PR, to work on publicity, key strategies, etc. We will need an official fact based statement to hand to reporters, etc. Ginny will also work with Stephen Hoefler to tighten up budget numbers and confirm the amount for the Referendum.  
Reviewed our Budget. Cost per assessed value increased by .02%. Increasing the Village's contributions to the library by less than the 2% allowance would amount to about .36 per household. Next meeting the Board will have to approve the 2023-2024 Budget. PT salaries will be brought up to minimum wage. Planned for FT Librarian II. Will be able to transfer funds to capital for next construction project. Personnel, Insurance increased. Audit fees and maintenance fees increased. All other Operating Funds remain the same. Town of Montgomery reduced their approved contribution by \$10,000.
- Discussed petition language and distribution of petitions. We will need to target people who live in the Town of Montgomery to carry the petitions. Will also need over 358 signatures in order to submit the petitions.

- Security camera update: Scott Bedik of Bedik Communications gave the best quote for security cameras. They will be installed this month. One camera at the Main Desk, one camera at the Children's Desk.

**New Business:** - Reviewed the Annual State Report for approval.

Mel Wesenberg moved to approve the Annual State Report for 2022; Geralyn Cronin seconded.

Carried – provisionally based on any corrections received from RCLS Fiscal Officer.

Need to correct Geralyn's address on the State Report- listed incorrectly.

Discussed the Village Treasurer's role in assisting the library with budgets, audits, vouchers and paying the library's bills. This position would normally be costly for the library to create.

Discussions for the future - outside contractors.

**"For the good of the Order"/Comments:**

Motion to adjourn 6:00 p.m. – Edan Holmes, Geralyn Cronin seconded. Carried.

Next Library Board meeting – Monday, May 15, 5:00 p.m.



# Josephine-Louise Public Library

## Board Minutes

Monday, April 17, 2023

**Present:** Mel Wesenberg, John Cappello, Edan Homes, Laura McNamee,  
Library Director Ginny Neidermier

**Absent:** Geralyn Cronin, Jason Trafton, Courtney Stafford

Meeting called to order 5:06 p.m.

**Approval of March Minutes:** John made a motion to accept the minutes, seconded by Mel,  
approved 4-0

**Correspondence:** -Received donations in memory of Carolyn Post  
-\$140 received from Hannaford from fundraiser

**Director's Report:** -Author Marissa Scheinfeld event was a successful turnout

**Finance-** no report

**Chapter 414 Committee** formed with Jason and Edan- no report

**Old Business:** -Referendum: There are four people targeted for petitions for the town residents.  
Ginny called the county to solidify dates/deadlines. Question came up if notaries can witness the petition.

-Security Cameras: \$2800, they are set up and they did a little extra work with wiring during the installation. There is only video, no audio, based on the wording on signs. The main desk and the children's desk both have one screen. The recordings automatically save for 30 days.

**New Business:** - Budget 2023-2024: Increase of \$22,000+. Mel and Ginny went before the town board to review. Increase in audit, cleaning supplies and maintenance; increase personnel, benefits.

Do we want to use some of the tax cap = \$425,000?: Mel made a motion to add \$5000 to allowable levy, seconded by Edan, passed 4-0, tentatively to add to the capital fund.

-Update to Request for Reconsideration Policy: Edits- ADD: 'Service Area' is specifically Village of Walden residents only, Town of Montgomery residents cannot submit a request. DELETE: "Complaint representing self or organization"

John made a motion to edit the form as listed above, Mel seconded motion, approved 4-0

-Upcoming programs: (aside from JLPL programs) RCLS workshop about policy and procedures upcoming

Wine Program on May 11<sup>th</sup>

Mother's Day Classical Concert at Anita Vandermark Center, 2pm concert with reception

**"For the good of the Order"/Comments:**

- Mel reminded everyone about the online trustee courses; new business at next meeting to walk through website for trustees, and explore Libby App.

• Motion to adjourn 5:52 p.m.

Next Library Board meeting – Monday May, 15, 2023 5pm