

North Greenbush Public Library Trustee Meeting Minutes

Trustees Present:

Joan Behan
Deborah Bernnard
Delores Celeste
Jim Greenfield
Amy Hale

Jean Holmes
Mike Martinez
Katie Myer

Trustees Absent:

Peggy Derevlany
Kim Margosian

Ali Mariano

Also in Attendance:

Mary Klimack, Library Director

Call to Order: Meeting called to order at 7:02 PM on May 22, 2025 by Katie Myer

Approval of Minutes: Katie Myer noted two spelling errors and Jim Greenfield noted an error in the Announcement section about his project. Upon motion by Deborah Bernnard, seconded by Delores Celeste, the minutes of the April meeting were approved unanimously, with the corrections noted. The April minutes will be amended for filing.

Old Business

Building Committee

Snyder's Lake Road PSA Status

Katie Myer reported that there had been significant movement with the PSA since the April meeting. The issue with the sewer line was resolved by both parties. The property owner also realized he requires a small easement to allow access to the property adjacent to the land the library is purchasing. The Building Committee and Paul Mays signed off on the easement and the updated PSA has been sent for signatures from both parties. The library has deposited the earnest money for the property with the escrow agent. Katie Myer will contact Paul Mays to discuss the schedule for engineers to begin the work on the Phase 1 ESA, SEQR and transportation analysis.

Friends of the Library Update

- The Friends have a beautiful handmade crocheted blanket to raffle off. They are working on the plans for this raffle.
- They are meeting in June to discuss their upcoming puzzle contest. The puzzle contest will be held in the Town Hall Annex on July 27.

- Their next formal meeting will be held August 20th at 6:30. They will be discussing fundraising ideas including a possible Panera fundraiser and another book raffle.
- The Friends also want to remind everyone of the on-going \$.06 Cent Redemption fundraiser. Please make sure to mention the Friends if you return cans to the redemption center on Main Ave in Wynantskill. Mary Klimack noted that she would advertise this fundraiser in the library's June e-newsletter.

Policy Updates-Patron Code of Conduct Policy

Mary Klimack explained that she was not able to find a specific patron behavior policy after searching through our old policies. Jean Holmes mentioned that she remembers working on a policy in the past and will look through her files to see if she can find a draft of that policy. Mary explained that she looked through other library's policies to gather information and ideas to draft a policy for our library. The trustees had a great discussion about the policy draft. Key discussion points included:

- Including a statement about not allowing unaccompanied children under the age of 10
- The pros/cons of including additional behaviors on the list
- How to handle revoking library privileges and what to do about unruly patrons

Mary will take the suggestions and edits and revise the policy and bring the second draft to the June meeting for additional discussion.

Website Update:

The website discussion was tabled until the June meeting.

New Business

Librarian Salary Increases

Jim Greenfield led this discussion. The hourly employees were given an annual increase on January 1, 2025 but that did not include our two salaried librarians. After discussion, the Board approved a 3.5% increase for the two librarians to take effect on Monday, May 26, 2025.

Director's Report

Mary Klimack presented the director's report, including UHLS updates, circulation data and miscellaneous information.

The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

Financial Reports

Financial reports were distributed to all trustees in advance of the meeting. Jim Greenfield noted that our finances continue to be in good order. He also noted that it is time to begin discussing

the 2026 budget. The Finance Committee will meet on Thursday, June 5 at 10 AM to begin this process.

Upon motion by Katie Myer, seconded by Mike Martinez, the financial reports were approved unanimously.

Announcements

Amy Hale met up with Kelly Hoffman socially and their conversation included a good discussion about the library. Ms Hoffman reiterated her offer to help the library as we continue to work towards finding a better space.

Deborah Bernnard asked about the NYS Budget and the DLD Library Construction Aid grant for 2025-2026. She wondered about the grant application deadline and how the new leadership at UHLS would affect the applications. Mary said she would follow up with UHLS and report back.

Adjournment: Meeting adjourned at 8:12 pm upon motion by Katie Myer, seconded by Deborah Bernnard and approved unanimously.

Minutes prepared by Mary Klimack, Library Director