A regular meeting of the Board of Trustees of the Pearl River Public Library was held in the Library on Monday, October 28, 2019.

Present were Board President Eric Sharrin, Vice President William Morris, Trustees, Marie Manning, Donna Warren, Library Director Eugenia Schatoff, Treasurer Magdalena Parvulescu, Senior Account Clerk Debra McDermott, and Board Clerk Wendy Courtney.

Trustee Dr. Elizabeth Van Wynen was absent.

CALL TO ORDER & PLEDGE OF ALLEGIANCE
Mr. Sharrin called the meeting to order at 7:15PM. All rose and recited the Pledge of Allegiance.

PUBLIC COMMENTS
There was no public attendance.

APPROVAL OF MINUTES
Minutes of the October 1, 2019 meeting –On a motion by Mrs. Warren, seconded by Mr. Morris, the Board voted 4-0 to pass a resolution approving the Minutes of the October 1, 2019 meeting.

APPROVAL OF TREASURER'S REPORT, FINANCIAL REPORT & LIST OF CLAIMS
The Board reviewed the Treasurer's Report, Balance Sheet, Actual Cash Flow Spreadsheets, and List of Warrants. Mr. Morris had reviewed the warrants prior to the meeting and made a motion, seconded by Mrs. Warren, that the Board adopt a resolution approving the Treasurer's Report (as corrected), Balance Sheet and Actual Cash Flow Spreadsheets for September 2019 and the List of Warrants for October 2019. The Board voted 4-0 to adopt the resolution.

PRESENTATION BY LISA HAYES, (BUTLER, ROWLAND, MAYS)
At this point, Mr. Sharrin made a change in the order of the Agenda to allow Ms. Hayes of Butler Roland Mays to make a presentation to the Board.
Ms. Hayes presented and discussed a proposed plan for renovation of the Library involving the addition of a second floor to the existing Library versus building a new library on a yet to be determined site. Ms. Hayes included cost and time estimates in her discussion.
After Ms. Hayes' presentation was concluded, the Board reached a consensus that pursuing a renovation of the existing building was the most reasonable choice.

The regular order of the meeting resumed.

STATISTICAL REPORTS
The Statistical Reports and graphs for September 2019 were discussed and noted. Mrs. Courtney had reduced the size of the graphs to reduce the number of pages in order to save on printing costs. The Board reached a consensus that the graphs should be emailed in the Board packets, but that only one copy of the graphs would be printed to be shared at the meeting. Printed copies would no longer be included in every Trustee's Board packet documents.

DIRECTOR'S REPORT
The Board reviewed the Director's Report.

OLD BUSINESS
There was no Old Business.

COMMITTEE REPORTS

Building & Grounds – See Presentation by Lisa Hayes. The Ad Hoc Committee agreed to meet on November 12 at 7:00PM.

Ms. Schatoff informed the Board that the reconfiguration of the existing office space was continuing and was projected to be finished by the end of the year.

Policy Committee – There was a second reading of the revised Patron Conduct Policy. On a motion by Mrs. Warren, seconded by Mrs. Manning, the Board voted 4-0 to adopt the revised Patron Conduct Policy.

Personnel Committee – The Personnel Committee met and is reviewing the CSEA Contract.

Finance Committee – No report.

PERSONNEL

On a motion by Mr. Sharrin, seconded by Mrs. Warren, the Board voted 4-0 to approve the following new hires:

Library Page (PT)

Gabby Franzese	Start Date TBD
Colette Thomas	Start Date TBD

Library Clerk (PT)

Vicki Stone	Start Date 10/30/2019

Librarian (PT)

Cara Lipari	Start Date 10/25/2019

NEW BUSINESS

Staff Holiday Party and Early Closing – The Board reached a consensus that the Library would close 2 hours early on Friday, December 13 and allow the staff to have a holiday party in the Community Room.

CORRESPONDENCE

Ms. Schatoff informed the Board that she had received a letter from Vicki Biehl announcing Ms. Biehl's plans to retire.

PUBLIC COMMENTS

There was no public attendance.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

On motion by Mrs. Manning, seconded by Mrs. Warren, the Board voted 4-0 to adjourn the meeting at 9:20PM.

Wendy Courtney, Clerk to the Board

NEXT MEETING: REGULAR MEETING, MONDAY, NOVEMBER 25, 2019