



Western Sullivan Public Library

BOARD MEETING AGENDA

Jeffersonville Branch

August 14, 2017

- I. Call to order
- II. Public Comment Period
- III. Minutes July 2017 Reorganizational
July 2017
August 3, 2017 Special Meeting
- IV. Financial Report: no report due to end-of-fiscal year
- V. Director's Report
- VI. New Business: see report on page 3
 - a. Mike Preis Insurance Presentation
 - b. Donation Fiscal Year Transfer
 - c. Personnel Appointments
 - d. Personnel Policy
 - e. Membership: Temporary Policy
 - f. NYS Construction Grant
 - g. Personnel Committee Report
 - h. Conflict of Interest
 - i. Executive Session
- VII. Unfinished Business:
- VIII. Committee Reports
 - ◆ Building:
 - ◆ Personnel:
 - ◆ Donations:
 - ◆ Finance:
 - ◆ By Laws:
 - ◆ Nominating:
 - ◆ Local History:
 - ◆ FOL Liaison:
 - ◆ Executive:
- IX. Friends of the Library Report:
- X. Dates to Remember
 - a. RCLS Legislative Breakfast and Annual Meeting, September 15, 8:30AM, Bear Mtn. Inn
 - b. See WSPL Calendar



Western Sullivan Public Library

XI. Correspondence

XII. Adjournment

Next Meeting September 11, 2017, at 5PM, Narrowsburg



Western Sullivan Public Library

New Business:

a. Mike Preis Insurance Presentation

b. Donation Fiscal Year Transfer: Jennifer Olsen, Branch Manager at the Jeffersonville Branch, has requested a transfer of \$969.94 from the 2016-2017 fiscal year to the 2017-2018 fiscal year. This donation was made by the Sheldon Family to the Jeffersonville Branch in order to purchase books, specifically Young Adult books. The donation was made towards the end of the fiscal year making it hard to spend the full amount in a timely manner.

c. Personnel Appointment: We have hired Yukie Tanabe as Library Page at the Jeffersonville Branch for 12 hours per week at the starting rate of \$9.75 with a start date of July 26, 2017. Temporarily appoint Audra Everett as Acting Director.

d. Personnel Policy: the By Laws committee is making the following recommended update to the Personnel Policy, Section V: Benefits, Health Insurance and Buyouts:

Health Insurance and Buyouts

- I. Full time employees are entitled to an individual health insurance plan as currently offered by Western Sullivan Public Library. Eligibility for coverage or a buyout will not begin until the first day of the first month after full-time employment.*
- II. So where an employee is eligible for Medicare, WSPL will offer a supplemental health insurance plan comparable to the current individual health insurance plan.*
- III. WSPL shall not be responsible for copays or out-of-pocket expenses*
- IV. Part-time employees are offered the option of purchasing their health insurance through the library at the rate the library is charged by the insurance provider.*
- V. Full-time employees are entitled to an insurance buyout provided;*
 - a. The employee denies coverage.*
 - b. The employee provides proof of coverage by another carrier.*
- VI. Insurance Buyouts will be administered once a year on June 30th for the preceding twelve (12) months. Buyouts can be prorated on a case-by-case basis.*

e. Membership: Temporary Policy: the By Laws Committee is recommending updates to the Membership: Temporary Policy. The biggest change to the policy concerns the refunding of part of the membership fee. By reducing the membership by half, we will no longer issue refunds, saving a lot of confusion and time. The library would keep the full amount of the membership fee.

f. NYS Construction Grant: in order to apply for a NYS Construction Grant for the DEL Sidewalks and Parking Lot project, the board will need to approve three items:

1. Applying for the Construction Grant in the amount of \$55,549
2. RCLS Assurances
3. NY State Aid for Library Construction Program Assurances.

g. Personnel Committee Report: the Personnel Committee met with Director Kristin White and RCLS Assistant Director on July 12th.

h. Conflict of Interest: Audra Everett will complete the Conflict of Interest form and submit it to the Board President for review.



Western Sullivan Public Library

FOL Report: the latest report from the Friends of the Library group is that they do not want to embark on a matching donation program to help offset the costs of the library's building project. We have been requesting for some time now the need to have the FOL group donate money for the building repointing project in Callicoon. They would rather donate money towards 'stuff' for the library rather than building projects.

8/14/2017



Western Sullivan Public Library

The Western Sullivan Public Library Board of Trustees welcomes public comments on library matters. For the sake of time and interest, the Board adheres to the following restrictions during the public comment period:

1. Each person must sign in if they wish to have a turn addressing the Board of Trustees and Library Director. Anyone who refuses to identify him or herself by signing in will not be permitted to speak
2. The roster (below) will determine the speaker order for the public who wish to make a public comment
3. Each person is allowed a maximum of one three minute period
4. The public comment period will be open for 20 minutes at the beginning of the Board meeting
5. The Board of Trustees and the Library Director are under no obligation to respond to the public during public comment period

	Date	Name (First & Last)	Phone Number	Group Affiliation (if applicable)
1				
2				
3				
4				
5				



Western Sullivan Public Library

DIRECTOR'S REPORT

Jeffersonville Branch

August 14, 2017

Library Director Kristin White

(report as of 8/3/2017)

Building:

1. Kristin has reached out to Buck Moorhead, architect, in order to start the bidding process for the DEL Repointing project and is still waiting to hear back from him.
2. The lease agreement between WSPL and the Tusten Heritage Community Garden has been signed and is on file in the Director's office.

Personnel:

1. Audra Everett, Assistant Director, has resigned her position effective August 19, 2017. The title with Civil Service should be available soon and then we can start canvassing for a suitable replacement.

Professional Development:

1. Kristin attended a RCLS Director's Association meeting on July 5, 2017. The meeting did not have a quorum but the ANSER agreement is scheduled to be updated. It will need to be approved by the board at a later meeting once it has passed the Director's Association. The ANSER committee is also looking into consolidating "I-Types". This would mean consistent loan periods, due dates, renewals, and fines charged across RCLS for loaning out materials which we are in favor of.
2. Kristin met with Rose Chiochi, Director of the Pike County, PA, Public Library on July 17, 2017. Topics of discussion included restructuring personnel and funding.
3. At the March staff meeting, the staff had been tasked with coming up with what they think the library purpose is. They broke out into three groups and worked together to come up with a purpose. The purposes will somehow be incorporated into our social media over the next few months. The results were presented at our July staff meeting:
 - a. Our greatest resource, and purpose, is continuing to grow as a team that has combined individual strengths to help patrons find the very things they didn't know they needed, from the magical and the wonder-filled, to the practical.
 - b. In a rural, small town a library is a social place to connect with your community, as well as connect intellectually with your peer group, for no cost
 - c. We believe that every member of our community should have access to as many sources of learning, information, entertainment, technology, and innovation as possible. Welcoming spaces and friendly staff who are attentive to our community's needs nurture your thirst for knowledge. Meet your neighbors at the library and share mutually interesting activities with them while nurturing you sense of community, and participating in fun educational activities for all age groups. Come to the library and meet your future.
4. Kevin McDonough, Board President, attended the annual summer Legislative meeting hosted by RCLS at Assemblywoman Aileen Gunther's office in Monticello on July 24th.



Western Sullivan Public Library

Programs/Grants:

1. See WSPL Newsletter and website.

Finance:

1. We are still working on deciding if we want to move forward with hosting an open budget workshop as discussed at prior board meetings.
2. Kristin mailed a thank you letter to Senator Bonacic thanking him for securing \$9,000 in Bullet Aid money for the 2017-2018 fiscal year.

Strategic Plan:

1. Some items that are on temporary hold concerning the strategic plan include: technology plan approval, strategic plan timeline, strategic plan responsibilities, and building hours. These are on hold until we decide how the board will be moving forward.
2. Some items that are in progress concerning the strategic plan include: improving circulation, a program evaluation tool, and an outreach plan.

Other:



Western Sullivan Public Library

DIRECTOR'S REPORT

Jeffersonville Branch

August 14, 2017

Temporary Library Director Audra Everett

Building:

1. Delaware Free Branch: Olsen Mechanical came out and repaired a clog in one of the split units at Callicoon. After the last storm, a new leak was discovered in the basement restroom.

Personnel:

1. Audra Everett will be appointed as Temporary Library Director in the absence of Kristin White.

Programs/Grants:

1. Teen Tech Time and the Children's Summer Reading Program will conclude mid-August. During the last week of Summer Reading Program, the children visited local farms to learn more about our farming community and then came back to the library for a cooking program presented by Natural Contents of Narrowsburg. Claudine Luchsinger ran an Adult Summer Reading program resulting in 263 entries for the month of July.
2. Abram VanHassel and Jennifer Olsen will be attending the Jeff Jamboree on September 9, 2017. We will also be hosting the Fly Fishing Museum's Exhibit the same day at our Delaware Free Branch.

Finance:

1. We received a check from NY State Division of Library Development for \$26,346. This is 90% of the Construction Grant for the DEL Repointing Project.
2. We received a check from RCLS in the amount of \$2,762.00 representing 90% of the State's appropriated amount due to member libraries for the 2017-2018 Local Library Service Aid (LLSA).
3. Our Bookkeeper contacted WSPL's Accountant, Sue Peters, and asked that we request an extension on our Annual Financial Report.

Other:

1. Firehouse Book Sale is being run by community volunteers this year, with Cat Scott coordinating the event.
2. All branches will be closed on September 4, 2017 in observance of Labor Day.



Western Sullivan Public Library

DELAWARE FREE BRANCH | JEFFERSONVILLE BRANCH | TUSTEN-COCHECTON BRANCH

Unapproved Minutes July 10, 2017 Reorganizational Meeting

The Reorganizational Meeting was called to order with the Pledge Of Allegiance at 5PM by President Kevin McDonough. Board member Barbara Winfield was absent from the Delaware Free Branch meeting.

On a motion by Sue Ruiz, seconded by Matt Solomon, the board unanimously approved to override the bylaw stipulation regarding term limits for officers.

The Nomination Committee presented the slate of officers as follows: President - Kevin McDonough,

Vice-President – Sue Ruiz, Secretary – Linda Pomes, Treasurer – Marge Brown.

On a motion by Marge Brown, seconded by Matt Solomon, the secretary cast 1 vote in support of the proposed slate. Officers were sworn in by Peg Luty.

On a motion by Chris Peacock, seconded by Matt Solomon, the checking account signatures of President, Vice-President, Secretary, Treasurer, and Financial Chairperson was approved unanimously.

On a motion by Marge Brown, seconded by Sue Ruiz, the Annual Budget Vote set for the 4th Wednesday in April, 2018 was approved unanimously.

On a motion by Marge Brown, seconded by Chris Peacock, the Jeff Bank was unanimously approved as the official bank.

On a motion by Chris Peacock, seconded by Matt Solomon, the Sullivan County Democrat and the River Reporter were unanimously named as official newspapers.

On a motion by Marge Brown, seconded by Matt Solomon, the following appointments were unanimously approved.

Executive Committee – all officers

Finance Committee –Chairperson – Pam Reinhardt, Chris Peacock, Marge Brown, Kevin McDonough

Personnel Committee – Chairperson -Sue Ruiz, Chris Peacock, Kevin McDonough

Building Committee – Chairperson – Pam Reinhardt, Barbara Winfield,, Matt Solomon, Kevin McDonough

By-Law Committee – Chairperson – Matt Solomon, Evan Eisenberg, Barbara Winfield, Kevin McDonough

Donations – Marge Brown

Historical Committee – Evan Eisenberg
Nomination Committee – Linda Pomes

All members signed the required Board Conflict of Interest Form before adjourning the Reorganizational Meeting on a motion by Marge Brown, seconded by Matt Solomon which was unanimously approved at 5:32.

Respectfully submitted,

Linda Pomes, Secretary



Western Sullivan Public Library

DELAWARE FREE BRANCH | JEFFERSONVILLE BRANCH | TUSTEN-COCHECTON BRANCH

Unapproved Minutes July 10, 2017

At 5:32, the regular monthly meeting was called to order by President Kevin McDonough.
No public comment.

On a motion by Evan Eisenberg, seconded by Chris Peacock, the unapproved minutes of May were unanimously approved with corrections.

On a motion by Evan Eisenberg, seconded by Chris Peacock, the unapproved minutes of June were unanimously approved.

Due to end of fiscal year, no financial report was presented. On a motion by Marge Brown, seconded by Pam Reinhardt, the approval to pay bills was unanimously approved.

A presentation on technology replacement and future technology was made by Abram.

Director's Report is attached.

There are no changes to the Procurement Policy.

On a motion by Marge Brown, seconded by Chris Peacock, the policy changes of the Bylaw Committee for Assistant Director Benefits, Code of Conduct, Community Room Use, Credit Card, Display and Exhibits, and Internal Controls were unanimously approved.

The Independent Contractor Agreement Cleaning Services agreement for 2017-2018 was approved unanimously on a motion by Chris Peacock, seconded by Matt Solomon. ADD \$\$ AMOUNT AND NAME

On a motion by Marge Brown, seconded by Evan Eisenberg, Heather Ferber was unanimously appointed as _____.

On a motion by Pam Reinhardt, seconded by Matt Solomon, requiring only 1 signature on Crystal Run checks was unanimously approved.

On a motion by Sue Ruiz, seconded by Evan Eisenberg, approval to go to bid on Delaware Free Branch building improvements as presented by Buck Moorhead at the June meeting was unanimously approved.

VII b - ?? good insurance, began non—profit 1 year lease, lease update Motion by Marge Brown, seconded by Chris Peacock, approval was unanimous.

Friends of the Library will be having a book sale in August.
No dates to remember.



Western Sullivan Public Library

DELAWARE FREE BRANCH | JEFFERSONVILLE BRANCH | TUSTEN-COCHECTON BRANCH

On a motion by Marge Brown, seconded by Chris Peacock, the meeting was adjourned at 6:44 by unanimous vote.

Respectfully submitted,
Linda Pomes



Western Sullivan Public Library

DELAWARE FREE BRANCH ■ JEFFERSONVILLE BRANCH ■ TUSTEN-COCHECTON BRANCH

Minutes of Special Meeting – August 3, 2017

All members present

The meeting was called to order at 5:00 PM by Board President Kevin McDonough.

On a motion by Marge Brown, seconded by Matt Solomon, the board went into executive session to discuss personnel issues.

At 5:31, the Board exited executive session.

On a motion by Barbara Winfield, seconded by Matt Solomon, the board, by roll call vote, unanimously approved the following:

Motion of Reprimand

After the assistant director's resignation, the latest in a string of acrimonious departures, we find that they follow a familiar pattern of behavior of the Director towards the library staff and the board.

After considering this latest incident, the board has lost all confidence in your ability to continue as director.

In light of that fact, we have decided to place you on immediate paid leave while we pursue our legal options, including Article 75 of the Civil Service Law.

On a motion by Marge Brown, seconded by Pam Reinhart, the board moved to direct Kevin McDonough to send the Motion of Reprimand via email that evening to Kristin White, with a request to return all library properties relating to her duties as director, i.e. credit card, computer, keys. Unanimously approved.

On a motion by Marge Brown, seconded by Chris Peacock, the board unanimously approved the adjournment of the meeting at 5:50pm.



Western Sullivan Public Library

DELWARE FREE BRANCH ■ JEFFERSONVILLE BRANCH ■ TUSTEN-COCHECTON BRANCH

Approved Minutes of the Reorganizational Meeting of the Board of Trustees Delaware Free Branch July 10, 2017

Call to Order: The Reorganizational Meeting was called to order with the Pledge Of Allegiance at 5PM by President Kevin McDonough. Board member Barbara Winfield was absent from the Delaware Free Branch meeting.

Nominating Committee Report and Election of Officers:

On a motion by Sue Ruiz, seconded by Matt Solomon, the board unanimously approved to override the bylaw stipulation regarding term limits for officers.

The Nomination Committee presented the slate of officers as follows: President - Kevin McDonough, Vice-President – Sue Ruiz, Secretary – Linda Pomes, Treasurer – Marge Brown.

On a motion by Marge Brown, seconded by Matt Solomon, the secretary cast 1 vote in support of the proposed slate. Officers were sworn in by Peg Luty.

Financial Matters:

On a motion by Chris Peacock, seconded by Matt Solomon, the checking account signatures of President, Vice-President, Secretary, Treasurer, Financial Chairperson and Pam Reinhardt was approved unanimously.

On a motion by Marge Brown, seconded by Sue Ruiz, the Annual Budget Vote set for the 4th Wednesday in April, 2018 was approved unanimously.

Appointments:

On a motion by Marge Brown, seconded by Chris Peacock, the Jeff Bank was unanimously approved as the official bank.

On a motion by Chris Peacock, seconded by Matt Solomon, the Sullivan County Democrat and the River Reporter were unanimously named as official newspapers.

Committee Appointments:

On a motion by Marge Brown, seconded by Matt Solomon, the following appointments were unanimously approved.

Executive Committee – all officers

Finance Committee – Chairperson – Pam Reinhardt, Chris Peacock, Marge Brown, Kevin McDonough

Personnel Committee – Chairperson -Sue Ruiz, Chris Peacock, Kevin McDonough

Building Committee – Chairperson – Pam Reinhardt, Barbara Winfield,, Matt Solomon, Kevin McDonough

By-Law Committee – Chairperson – Matt Solomon, Evan Eisenberg, Barbara Winfield, Kevin McDonough

Donations – Marge Brown



Western Sullivan Public Library

DELAWARE FREE BRANCH ■ JEFFERSONVILLE BRANCH ■ TUSTEN-COCHECTON BRANCH

Historical Committee – Evan Eisenberg

Nomination Committee – Linda Pomes

Board Conflict of Interest and Adjournment: All members signed the required Board Conflict of Interest Form before adjourning the Reorganizational Meeting on a motion by Marge Brown, seconded by Matt Solomon which was unanimously approved at 5:32.

Respectfully submitted,

Linda Pomes, Secretary



Western Sullivan Public Library

DELAWARE FREE BRANCH | JEFFERSONVILLE BRANCH | TUSTEN-COCHECTON BRANCH

Approved Minutes of Board of Trustees Meeting Delaware Free Branch July 10, 2017

All Board Members present except Barbara Winfield
Staff Present: Kristin White, Abram Van Hassel

Call to Order: At 5:32, the regular monthly meeting was called to order by President Kevin McDonough.

Public Comment Period: No public comment.

Approval of Minutes: On a motion by Evan Eisenberg, seconded by Chris Peacock, the unapproved minutes of May were unanimously approved with corrections.

On a motion by Evan Eisenberg, seconded by Chris Peacock, the unapproved minutes of June were unanimously approved.

Financial Report: Due to end of fiscal year, no financial report was presented. On a motion by Marge Brown, seconded by Pam Reinhardt, the approval to pay the June bills was unanimously approved.

New Business:

A presentation on technology replacement and future technology was made by Abram Van Hassel, WSPL Computer Technician.

Director's Report is attached.

There are no changes to the Procurement Policy.

On a motion by Marge Brown, seconded by Chris Peacock, the policy changes of the Bylaw Committee for Personnel: Assistant Director Benefits, Code of Conduct, Community Room Use, Credit Card, Display and Exhibits, and Internal Controls were unanimously approved.

The Independent Contractor Agreement Cleaning Services agreement for 2017-2018 for Mary Ann Paparella in a fixed amount of \$2050 per month for a yearly total of \$24,600 was approved unanimously on a motion by Chris Peacock, seconded by Matt Solomon.

On a motion by Marge Brown, seconded by Evan Eisenberg, Heather Ferber was unanimously appointed as Library Clerk on a permanent part-time basis for 27.5 hours per week at \$11.33 per hour as of June 22, 2017. (change in job title only)

On a motion by Pam Reinhardt, seconded by Matt Solomon, requiring only 1 signature on Crystal Run checks was unanimously approved.

Approved Minutes July 10, 2017



Western Sullivan Public Library

DELAWARE FREE BRANCH ■ JEFFERSONVILLE BRANCH ■ TUSTEN-COCHECTON BRANCH

Unfinished Business:

On a motion by Sue Ruiz, seconded by Evan Eisenberg, approval to go to bid on Delaware Free Branch building improvements as presented by Buck Moorhead at the June meeting was unanimously approved.

The Tusten Heritage Community Garden was approved for 1 year lease update. Motion by Marge Brown, seconded by Chris Peacock, approval was unanimous.

Friends of the Library Report: Friends of the Library will be having a book sale in August.

Dates to Remember: No dates to remember.

Adjournment: On a motion by Marge Brown, seconded by Chris Peacock, the meeting was adjourned at 6:44 by unanimous vote.

Respectfully submitted,
Linda Pomes



Western Sullivan Public Library

DELAWARE FREE BRANCH ■ JEFFERSONVILLE BRANCH ■ TUSTEN-COCHECTON BRANCH

Approved Minutes of Board of Trustees Special Meeting Jeffersonville Branch August 3, 2017

Attendance: All members present

Call to Order: The meeting was called to order at 5:00 PM by Board President Kevin McDonough.

On a motion by Marge Brown, seconded by Matt Solomon, the board went into executive session to discuss personnel issues.

At 5:31, the Board exited executive session.

On a motion by Barbara Winfield, seconded by Matt Solomon, the board, by roll call vote, unanimously approved the following:

Motion of Reprimand

After the assistant director's resignation, the latest in a string of acrimonious departures, we find that they follow a familiar pattern of behavior of the Director towards the library staff and the board.

After considering this latest incident, the board has lost all confidence in your ability to continue as director.

In light of that fact, we have decided to place you on immediate paid leave while we pursue our legal options, including Article 75 of the Civil Service Law.

On a motion by Marge Brown, seconded by Pam Reinhart, the board moved to direct Kevin McDonough to send the Motion of Reprimand via email that evening to Kristin White, with a request to return all library properties relating to her duties as director, i.e. credit card, computer, keys. Unanimously approved.

Adjournment: On a motion by Marge Brown, seconded by Chris Peacock, the board unanimously approved the adjournment of the meeting.



Western Sullivan Public Library

MEMBERSHIP: TEMPORARY PROCEDURE

The Western Sullivan Public Library (WSPL) shall provide temporary membership up to 6 months to non-residents subject to the following.

Registration:

1. Potential members need to show 2 valid forms of identification in order to obtain a library card. Once the Library staff evaluates the identification, a card may be issued directly to the patron. In WorkFlows, use the code WSPTEMP in the profile name under the basic info tab. Under Demographics tab, User cat 1 is NONRES. User cat 2 is one of the following: PAWAY, PAPIKE, PAOTH, NYOTH, OTH.

Fees:

1. The cost of a temporary membership in any branch of the Western Sullivan Public Library is \$17.50 for an individual
2. Family memberships are \$22.50
3. All Western Sullivan Public Library fines and fees apply to temporary memberships

Expiration:

1. All temporary memberships expire six months from the date of issuance. When entering the patron's information in Workflows, the expiration date needs to be set 6 months from date of issuance.
2. No cash refunds will be made under any circumstances.

Family Memberships:

1. In the case of a family membership, the person paying for the membership is listed as the main cardholder. All family members will be recorded on the main cardholder's patron record in Workflows.
2. All additional family members will need to fill out a patron application. Patron cards will be issued to each family member.

Lending Rules:

1. Temporary members do not have direct access privileges but can still borrow from any of the three WSPL branches. The maximum items allowed out at one time is ten (10).
2. Interlibrary loans throughout RCLS are available to Temporary Members. Only one hold at a time.
3. All other lending rules follow the current WSPL's Membership procedure.



2017
Insurance Proposal



Western Sullivan Public Library
PO Box 594
Jeffersonville, NY 12748

Prepared by:

David W. Bodenstein
dbodenstein@mikepreis.com
Tel: (845) 887-4210

Property Coverage

Location	Coverage	Limit
19 Center St Jeffersonville	Building	\$ 791,024
	Business Personal Property	\$ 125,000
	Volumes	\$ 625,000
198 Bridge St Narrowsburg	Building	\$ 702,000
	Business Personal Property	\$ 125,000
	Volumes	\$ 625,000
45 Lower Main St Callicoon	Building	\$1,169,900
	Business Personal Property	\$ 125,000
	Volumes	\$ 625,000

\$2,500 All Peril Deductible applies

Business Income including Extra Expense: Actual Loss Sustained up to 12 Months

Electronics, Data & Processing Coverage – per loss

Type of Coverage	Limit
Hardware	\$ 100,000
Data Media	\$ 10,000
Extra Expense	\$ 25,000

General Liability Coverage

Coverage Type	Limit
Aggregate	\$2,000,000
Products & Completed Operations	\$2,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Hired & Non-owned Auto Liability	\$1,000,000
Medical Payments	\$ 5,000

Umbrella

Limit of Coverage	Retention Limit
\$2,000,000	\$10,000

**The Umbrella policy provides an extra \$2,000,000 of liability coverage in addition to your underlying General Liability and Auto liability policies, giving you a total of \$3,000,000 for any one covered claim.*

Directors & Officers Liability

Coverage Type	Limit	Retention	Defense
Directors & Officers Liability	\$1,000,000	\$1,000	Outside the Limit
Employment Practices Liability	\$1,000,000	\$1,000	Outside the Limit
Fiduciary Liability	\$1,000,000	\$1,000	Inside the Limit

**Coverage is on claims made basis and written with Mt Vernon Fire Insurance Co.*

Premium Summary

Line of Business	2017-18 Preferred Mutual	2017-18 Utica	2017-18 Philadelphia
Package Policy	\$ 12,636*	\$ 9,734	\$ 13,729*
HNOA Auto*	*Included	\$ 259	*Included
Umbrella	\$ 1,266	\$ 1,428	\$ 1,425
Directors & Officers	\$ 1,128	\$ 1,128	\$ 1,293
Total	\$ 15,030	\$ 12,549	\$ 16,447

Additional Policies

Policy Type	Company	Expiration Date
Workers Compensation	Utica	1/1/2018
New York State Disability	Wesco	1/1/2018



We wrote the book on library protection ... and our Library Protector, Library Amendatory and other endorsements provide broad coverage. Utica National's Library Program has been highly successful because it acknowledges your library's evolving role in the community. Like your library's services, Utica's program continues to evolve. Our Library Protector and Library Amendatory endorsements were designed to add valuable protection to your Commercial Package Policy. They enhance existing coverages and limits as well as add coverages normally not found on a Commercial Package Policy. We urge you to compare your current coverage with those we provide. Here's a summary:

Library Protector Endorsement

Coverage Description	Limits
Accounts Receivable	\$25,000
Arson or Vandalism Reward (not available in all states)	Up to \$7,500
Business Income and Extra Expense	Actual Loss Sustained
Business Personal Property at Newly Acquired Locations	\$500,000
Crime	
On Premises — Theft of Money and Securities	\$15,000
Off Premises — Theft of Money and Securities	\$5,000
Employee Dishonesty or Employee Theft*	\$25,000
Forgery or Alteration	\$25,000
Data Processing Coverage	
Data Processing Equipment	\$100,000
Data, Media and Computer Programs	\$10,000
Extra Expense	\$10,000
Debris Removal	\$25,000
Fire Department After Loss Donation (not available in all states)	\$500
Fire Department Service Charge	\$5,000
Fire Protection Device Recharge	\$5,000
Glass (applies in states where this is not part of the property form)	Part of Applicable Building Limit
Lock Replacement	\$1,000
Newly Acquired or Constructed Buildings	\$1,000,000
Outdoor Property	
Fences	\$10,000
Trees, Shrubs or Plants	\$500 per plant/\$15,000 total
Ordinance or Law Coverage	
Loss to Undamaged Portion of Insured Building	<i>Per Commercial Property Declarations</i>
Demolition Cost	\$100,000
Increased Cost of Construction	\$100,000
Personal Effects and Property of Others	\$2,500 per person/\$10,000 each premises
Signs	\$25,000
Library Amendatory Endorsement	
Outdoor Signs	\$3,000
Outdoor Trees, Shrubs or Plants	\$500 per plant/\$5,000 total
Property of Others on exhibit or displayed at described premises	\$5,000
Valuable Papers and Records Cost of Research	\$3,000
Back Up of Sewers or Drains Coverage Endorsement	
	\$50,000

* Public Employee Dishonesty or Government Crime Coverage applies to Public Libraries.

This sheet represents only a summary of the coverages and limits provided under Utica's Library Program. No coverages are intended or implied by these descriptions. For a detailed description of coverages, consult your policy and your Utica National Independent Agent.

Add Agency Name and Address Here.



Utica National Insurance Group
Insurance that starts with you.®

Utica Mutual Insurance Company and its affiliated companies, New Hartford, NY 13413
www.uticanational.com

Monthly Circulation Report

Western Sullivan Public Library

Branch: Delaware Free

Month/Year: August 2017

Total Circulation

	Current Year	Increase/ Decrease	Previous Year
	2501	585	1916
Adult Fiction	530	49	481
Adult Non-Fiction	300	59	241
Young Adult Fiction/Non-Fiction	59	7	52
Juvenile Fiction/Non-Fiction	408	133	275
Periodicals	29	4	25
DVD and Blu-ray	922	275	647
Audiobooks	68	-24	92
Video Games	3	3	0
Music CDs and Equipment	38	34	4
Digital Downloads	144	45	99

Patron Count 2054

In-House Use 150

Internet Count 262

Wireless Usage 4010

Interlibrary Loan

ILL Received 519

ILL Loaned 485

Reference Questions

Adult 130

Juvenile 21

Programs

Date	Program	Children	Attendance	
			Teens	Adults
7/5/2017	Genealogy (one-on-one session)	0	0	1
7/6/2017	Line Dancing	0	0	19
7/11/2017	Genealogy (one-on-one session)	0	0	1
7/13/2017	Summer Reading Program - Week One at the DYC (ages 4-6)	22	0	12
7/13/2017	Summer Reading Program - Week One (ages 7 and up)	10	1	15
7/13/2017	Line Dancing	0	0	10
7/14/2017	Teen Tech Time - Inventions	0	13	0
7/14/2017	Craft Lovers	0	0	7
7/20/2017	Summer Reading Program - Week Two at the DYC (ages 4-6)	23	0	11
7/20/2017	Summer Reading Program - Week Two (ages 7 and up)	8	0	5
7/20/2017	Line Dancing	1	2	7
7/21/2017	Teen Tech Time - Just Zoo It!	0	5	0
7/25/2017	Genealogy (one-on-one session)	0	0	1
7/26/2017	Genealogy (one-on-one session)	0	0	1
7/27/2017	Summer Reading Program - Week Three at the DYC (ages 4-6)	13	0	7
7/27/2017	Summer Reading Program Special Reptile Event for all ages	8	2	7
7/27/2017	Callicoon Book Club	0	0	5
7/27/2017	Teen Tech Time - Science of Sound	0	2	0
7/28/2017	Craft Lovers	0	0	6
7/31/2017	Summer Reading Program for Adults	0	0	68
July	Computer Support (Mondays 1-4pm)	0	0	22

Completed by: Melissa Reid

Date: 8/8/2017

Monthly Circulation Report

Western Sullivan Public Library

Branch: Jeffersonville
 Month/Year: July 2017

Total Circulation

Adult Fiction
 Adult Non-Fiction
 Young Adult Fiction/Non-Fiction
 Juvenile Fiction/Non-Fiction
 Periodicals
 DVD and Blu-ray
 Audiobooks
 Video Games
 Music CDs
 Digital Downloads

Current Year	Increase/ Decrease	Previous Year
2577	-362	2939
585	-94	679
247	-24	271
55	-22	77
484	-55	539
42	-4	46
822	-153	975
82	-44	126
26	26	
31	-14	45
203	22	181

Patron Count 1918

In-House Use 120

Internet Count 230

Wireless Usage 1427

Interlibrary Loan

ILL Received 524

ILL Loaned 555

Reference Questions

Adult 62

Juvenile 18

Programs

Date	Program	Children	Attendance	
			Teens	Adults
7/11/2017	Summer Reading Program-Week One (4-6)	9	0	5
7/11/2017	Summer Reading Program-Week One (7 & up)	9	0	4
7/12/2017	TASC	0	0	2
7/17/2017	Knitwitz	0	0	7
7/18/2017	Summer Reading Program-Week Two (4-6)	14	1	6
7/18/2017	Summer Reading Program-Week Two (7 & up)	13	0	7
7/18/2017	Knitwitz	0	0	10
7/25/2017	Summer Reading Program-Week Three (4-6)	12	0	6
7/25/2017	Summer Reading Program-Week Three (7 & up)	16	0	8
7/26/2017	TASC	0	0	1
7/29/2017	History of Kenoza Lake	0	0	55
7/31/2017	Summer Reading Program for Adults	0	0	78
July	Compuer Support (Fridays 10am - 1pm)	0	0	21

Completed by: Jennifer Olsen

Date: 8/3/2017

Monthly Circulation Report

Western Sullivan Public Library

Branch: Tusten-Cochection
 Month/Year: July 2017

Total Circulation

Adult Fiction
 Adult Non-Fiction
 Young Adult Fiction/Non-Fiction
 Juvenile Fiction/Non-Fiction
 Periodicals
 DVD and Blu-ray
 Audiobooks
 Video Games
 Music CDs
 Digital Downloads

Current Year	Increase/ Decrease	Previous Year
1510	66	1444
493	12	481
182	62	120
55	15	40
316	-47	363
2	-12	14
292	-35	327
64	9	55
	0	0
0	0	0
106	62	44

Patron Count 1614

In-House Use 78

Internet Count 197

Wireless Usage 917

Interlibrary Loan

ILL Received 417

ILL Loaned 579

Reference Questions

Adult 180

Juvenile 20

Programs

Date	Program	Children	Attendance	
			Teens	Adults
7/3/2017	Knitters	0	0	1
7/10/2017	Knitters	0	0	7
7/12/2017	Summer Reading Program-Week 1 (ages 4-6)	15		8
7/12/2017	Summer Reading Program-Week 1 (ages 7 & up)	15	3	
7/19/2017	Summer Reading Program-Week 2 (ages 4-6)	10	0	6
7/19/2017	Summer Reading Program-Week 2 (ages 7 & up)	10	0	
7/24/2017	Knitters	0		6
7/26/2017	Summer Reading Program-Week 3 (ages 4-6)	14		5
7/26/2017	Summer Reading Program-Week 3 (ages 7 & up)	0		7
7/26/2017	Book Discussion Group	0	0	7
7/27/2017	Teen Tech Time: Science of Sound	0	2	
7/31/2017	Knitters		0	8
7/31/2017	Summer Reading Program for Adults		0	117
July	Computer Support (Wednesdays 4-7pm)			7

Completed by: Kyoshin Lohr

Date: 8.4.17

New and Notables @ WSPL

Adult Fiction

The Almost Sisters by Joshilyn Jackson

Crime Scene by Jonathan Kellerman

Deadfall by Linda Fairstein

A Distant View of Everything by Alexander McCall Smith

The Essex Serpent by Sarah Perry

The Fallen by Ace Atkins

Golden Hill: A Novel of Old New York by Francis Spufford

The Late Show by Michael Connelly

Look Behind You by Iris Johansen

The Painted Queen by Elizabeth Peters

Paradise Valley by C. J. Box

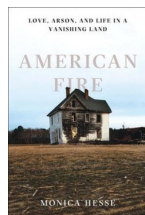
The Secret Diary of Hendrik Groen by Hendrik Groen

Two Nights by Kathy Reichs

Adult Non-Fiction

350+ Crochet Tips, Techniques, and Trade Secrets by Jan Eaton

350+ Knitting Tips, Techniques, and Trade Secrets by Betty Barnden



American Fire: Love, Arson, and Life in a Vanishing Land by Monica Hesse

Apprenticed to Venus: My Secret Life With Anaïs Nin by Tristine Rainer

Exploring Space: From Galileo to the Mars Rover and Beyond by Martin Jenkins

The Hidden Lives of Tudor Women: A Social History by Elizabeth Norton

Children and Teen Books

Baseball by Mary Pope Osborne

A Big Day for Baseball by Mary Pope Osborne

A Dash of Dragon by Heidi Lang

Giant of Jum by Elli Woollard

Growing Friendships: A Kids' Guide to Making and Keeping Friends by Eileen Kennedy-Moore

Herbert's First Halloween by Cynthia Rylant

Royal Crush by Meg Cabot

Whobert Whoever, Owl Detective by Jason Gallaher

DVDs

Boss Baby

Emerald City: Season One

Free Fire

Ghost in a Shell

Gifted

Grantchester: Season 3

Kings, Queens, & In-Betweens

Kong: Skull Island

Lost City of Z

Magicians: Season Two

Norman: The Moderate Rise and Tragic Fall of a New York Fixer

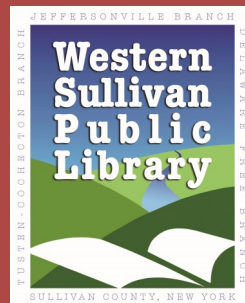
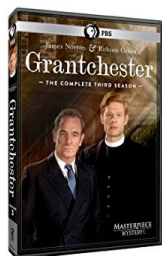
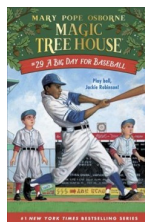
Smurfs: Lost Village

Song to Song

Unforgettable

Wilson

Zookeeper's Wife



Hours of Operation

Delaware Free Branch

(845)887-4040

Mon, Wed-Fri:

10am-5pm

Tuesday: 5pm-8pm

Saturday: 1pm-4pm

Jeffersonville Branch

(845)482-4350

Tues, Wed: 10am-8pm

Thurs, Fri: 10am-5pm

Saturday: 10am-2pm

Tusten-Cochecton Branch

(845)252-3360

Mon, Wed, Fri:

10am-8pm

Tuesday: 10am-1pm

Saturday: 10am-1pm

Please Note:

For emergency closings will be posted on our website at www.WSPLonline.org and on our Facebook page.

THE IDEA!

THE NEWSLETTER FOR WESTERN SULLIVAN PUBLIC LIBRARY

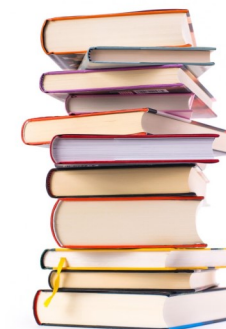
Volume 8

August 2017

Firehouse Book Sale is Back!

Dates are set for the Annual Firehouse Book Sale sponsored by the Western Sullivan Public Library. Thanks to many dedicated volunteers in our community, we are able to hold our highly anticipated book sale at the Jeffersonville Firehouse. The sale will run Thursday, August 10th through Saturday, August 12th from 9:00am to 3:00pm each day. There will be thousands of gently used books, CDs, DVDs, and more to choose from with prices as low as \$0.25!

If you are interested in being part of this great community event, there is a sign-up sheet at the Jeffersonville Branch or you can call 845-482-4350 and choose a time that best works for you. Help is needed setting up before the sale, working during the sale, and cleaning up whatever is leftover at the end.



Book Club at Jeffersonville

Calling all mystery fans...join us at the Jeffersonville Branch in September to find out more about the new book club starting up that will feature cozy mystery author Joanne Fluke. Each month the group will discuss one of her books while enjoying a tasty dessert made using a recipe from that book! Stay tuned next month for more details.

Get Creative @ your library®

New members are always welcome to join in on the fun at any of these programs.

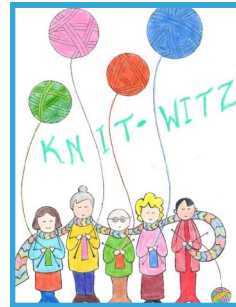
The **Craft Lovers** group will meet the 2nd and 4th Friday in August at the Delaware Free Branch, 4-6pm. Members work on a special project, but are also welcome to come in and color, knit, crochet or bring in their own project. Supplies provided and light refreshments served. Register if you plan on attending by visiting our [website](#).

Coming up:

Aug. 11: Kitchen Towel Stamp Designing

Aug. 25: Alcohol Ink Coaster Designing

The **Knitwitz** group meets the 1st and 3rd Tuesday of the month at the Jeffersonville Branch, at 6:30pm. All ages are welcome to come and knit or bring another form of fiber art to work on.



The **Narrowsburg Knitters** group meets every Monday evening at the Tusten-Cochecton Branch. Drop in between 6:00 and 8:00pm and knit with others from the community.

Western Sullivan Public Library Board of Trustees Meetings

The Board of Trustees meet the 2nd Monday of each month at 5pm unless noted on our website. Additional information and the current agenda are at www.WSPLonline.org.

WSPL Board of Trustees

- Kevin McDonough, President
- Sui-Ling Ruiz, Vice-President
- Marge Brown, Financial Officer
- Linda Pomes, Secretary
- Evan Eisenberg
- Chris Peacock
- Pamela Reinhardt
- Matthew Solomon
- Barbara Winfield

Western Sullivan Public Library
Presents
Mushroom Identification
with **Nathaniel Whitmore**

Wednesday, August 9th
10:00am
Tusten-Cochecton Branch
Community Room

Join local Master Herbalist,
Nathaniel Whitmore
and learn how to identify the
difference between medicinal,
edible and poisonous Mushrooms.

Register at the library or
WSPLonline.org
Programs without 5 people pre-
registered may be cancelled.

Delaware Free Branch
45 Lower Main St., Callicoon
(845) 887-4040
Jeffersonville Branch
19 Center St., Jeffersonville
(845) 482-4350
Tusten-Cochecton Branch
198 Bridge St., Narrowsburg
(845) 252-3360
www.WSPLonline.org

Ongoing Programs

Computer Support

Please note Summer Hours
Callicoon - Mondays, 1-4pm
Narrowsburg - Wednesdays,
4-7pm
Jeffersonville - Fridays,
10am-1pm;

Genealogy Help

Callicoon - by appointment

Crafting Groups

Narrowsburg "Knitters"
Mondays 6-8pm
Jeffersonville "Knitwitz" 1st &
3rd Tuesday 6:30-8pm
Callicoon "Craft Lovers" 2nd &
4th Friday 4-6pm

Book Groups

Callicoon - 4th Thursday 6pm
at the Western Hotel
Narrowsburg - 4th Wednesday
10am

*New Book Group coming to
Jeffersonville in September!*

TASC Prep

Jeffersonville - Every other
Wednesday 11am

Please [register](#) for the Craft Lovers and Book Discussion group prior to the event. All other ongoing programs are drop in events. All are welcome!

Did you know...

There are *Healthy Communities Programs* right here in Jeffersonville thanks to the JEMS and the Village of Jeffersonville!

Whether you are seeking a leisurely stroll or a heart pounding work out, Jeffersonville has the path for you. 1/4, 1/2 or 1 mile trails through different areas of the Village, one is sure to fit your needs. All trails start in the Backyard Park, 21 Lovett Lane, Jeffersonville. If walking is not your thing The Backyard Park offers other fitness options. For those seeking a challenge, there is Soccer Pool (billiards played on the lawn with soccer balls), for the more traditional, how about a good old fashioned game of horseshoes. And for those seeking peace of mind, just come sit, listen to the birds and the brook, let your cares slip away as the clouds float by.

Harvest coming in too quickly? Veggies piling up? Don't throw them away! Join in the *Farm Produce to the Food Pantry Program*



and donate your extra veggies to the local food pantry. For additional information call the Village of Jeffersonville at (845) 482-4275.

News from the Public Computer Center (PCC)

Teen Tech Time 2017 is off to a roaring start! During the first week, kids learned about the invention process and then designed their own brand new inventions and presented them to the group. In the second week we learned about Biodiversity and how plant and animal diversity is important for the survival of ecosystems. The kids then designed their own pawprints to be 3D printed on the library's 3D printer! Future classes will deal with the Science of Sound (where kids will design their own musical instruments), Health Technology (designing a fidget spinner), and Mathematical Modelling (creating a tablet stand). Teen Tech Time is in the Delaware Free Branch every Thursday from 2-4pm until August 17th.

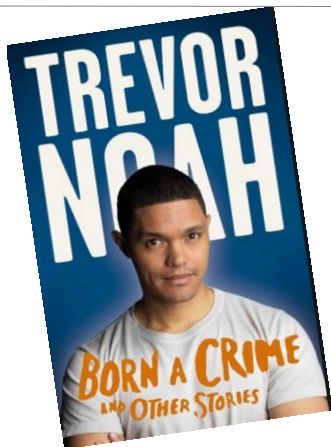


Another Big Thank You for Helping Us Beautify the Library



Because of a generous donation of flowers from Star Hesse, the library in Narrowsburg was able to fill in the holes in their window boxes, creating a beautiful arrangement in each box.

Last month the Jeffersonville Branch received a generous donation of flowers and hanging baskets from the Sheldon family. We are very thankful to both Star and the Sheldon family for their generosity!



Callicoon Book Club @ Café Adella Dori

The Callicoon Book Club will meet at the Western Hotel on Thursday, August 24th. Each month the group meets on the fourth Thursday from 6:00-7:00pm and discusses the book chosen while enjoying light fare at the café. This month the club is reading *Born a Crime and Other Stories* by Trevor Noah. Stop by the Delaware Free Branch in Callicoon anytime before the discussion to pick up a copy of the book. Please [register](#) on our website if you plan to attend.

Library Partners with Jeff Bank to offer Financial Lecture Series

The library has partnered with the Jeff Bank to offer a series of financial classes during the months of August and September. If you have ever been curious about your credit score and what it means or how to protect loved ones against elder financial abuse, register today for these presentations.

The first program is Decoding Your Credit Score. Join Jeff Bank's Business Banker, Anna Milucky as she teaches you to understand what your credit score means and how it will impact your financial future. The program will be held at the Tusten-Cochecton Branch on Friday, August 11th at 3:00pm. Seating is limited, so please register by visiting our website [calendar](#).



The next in the series is Elder Financial Abuse. Join Rhonda Decker, Jeff Bank Retail Banking Administrator as she discusses how to look for signs of elder financial abuse and how to prevent it. The program will be held at the Tusten-Cochecton Branch Friday, August 25th at 3:00pm. Again, please make sure to register.

The financial series will continue in September with a Facebook for Business presentation by Jackie Austin. She will help you decide whether or not your business should be on Facebook and show you how to create Facebook events and advertisements.

Free Computer Help at the Library

Having trouble with your laptop?

Do you want to learn how to set up an e-mail account or create a spreadsheet using Microsoft Excel?

Do you have photos on your phone

that you would like to save to your computer? These are a few of the many things our Computer Tech, Abram VanHassel, can help you with during his Open Computer Support Hours at each branch.

Stop by the Delaware Free Branch on Mondays between 1-4pm, the Tusten-Cochecton Branch on Wednesdays between 4-7pm, or the Jeffersonville Branch between 10am-1pm.

This free service is available each week and can save you hundreds of dollars in the long run!



Genealogy Help Sessions @ your library

Genealogy help sessions are available by appointment at the Delaware Free Branch in Callicoon.

Patrons can sign up for specific time slots throughout the month by stopping by or calling the library in Callicoon at (845) 887-4040.

Stop by and meet with a genealogy specialist today.

Programs and Events for August@your library®

Adult Programs

Knitwitz

Tuesdays, August 1 & 15, 6:30-8pm, Jeffersonville Branch. Needle crafting group open to all skill levels.

Narrowsburg Knitters

Mondays, 6-8pm, Tusten-Cochecton Branch. Needle crafting group open to all skill levels.

Mushroom Identification

Wednesday, August 9, 10am, Tusten-Cochecton Branch. Come learn the difference between edible and medicinal wild mushrooms.

TASC Distance Learning

Wednesday, August 9 & 23, 11am, Jeffersonville Branch. Meet with a distance learning teacher.

Annual Firehouse Book Sale

Thursday, August 10 through Saturday, August 12, 9am-3pm each day at the Jeffersonville Firehouse. Thousands of gently used books, CDs, DVDs, and more starting at \$0.25.

Craft Lovers

Fridays, August 11 & 25, 4-6pm, Delaware Free Branch. Group will meet and work on a seasonal craft. Members are welcome to bring their own projects.

Decoding Your Credit Score

Friday, August 11, 3pm, Tusten-Cochecton Branch. Understand what your credit score means and how it can impact your financial future.

Narrowsburg Book Discussion Group

Wednesday, August 23, 10am-12pm, Tusten-Cochecton Branch. August's book is *My Brief History: A Memoir* by Stephen Hawking.

Callicoon Book Club

Thursday, August 24, 6-7pm at the Western Hotel. August's book is *Born a Crime and Other Stories* by Trevor Noah.

Elder Financial Abuse

Friday, August 25, 3pm, Tusten-Cochecton Branch. Learn how to look for signs of elder financial abuse and how to prevent it.

Genealogy Help Sessions

Available at the Delaware Free Branch by appointment. Call (845) 887-4040 or stop by to make an appointment.

Programs for Children and Teens

Summer Reading Program

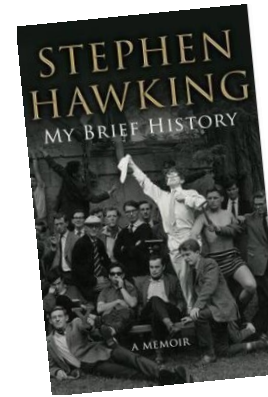
August 1-August 10 at all three branches. This year's Summer Reading Program theme is *Build a Better World through Community*.

Summer Reading Program Finale

Saturday, August 12, 11am-1pm at the Fireman's Field in Narrowsburg. Celebrate the past 5 weeks with games, henna tattoos, food, fun and prizes.

Teen Tech Time

Thursdays, August 3 & 17, 2-4pm, Delaware Free Branch. Learn about STEM (Science, Technology, Engineering, and Math) and then apply those lessons to designing and printing objects using our 3D printer.



NEW Narrowsburg Book Discussion Group

The Narrowsburg Book Discussion Group is set to discuss *The A Brief History: A Memoir* by Stephen Hawking. The group will meet on Wednesday, August 23 at 10am in Narrowsburg. Copies can be picked up at the Tusten-Cochecton branch in book or audiobook format. All are welcome to attend. Please register for this program on our website or by calling (845) 252-3360.

Summer Reading Program is in Full Swing



This year's Summer Reading Program started off with Ice Cream Socials at each branch where children not only got to hear stories and make and eat some yummy ice cream, but they also got to "Build a Better World" by getting to know others from the community. Nora Manzolillo from *Nora's Luvin'*

Spoonful volunteered to read stories to the children and brought some ice cream to share with everyone too!

Week two was all about our flying animal friends and how to "Build a Better World" for them too. Sullivan West Art teacher Ms. Licata come in and help our Busy Builders create and decorate pinch pot birdseed bowls. For the community constructors,



we had local science teacher Mr. McCarthy come in and do a bat presentation, including a very fun echolocation game and we also built bat houses. For additional information about the program, contact Miss Antonia at anemec@rcls.org.



Coming in September!

Catskill Fly Fishing Center and Museum Exhibit and Reception at the Delaware Free Branch on Saturday, September 9th, 1:30-3:00pm

WSPL at the Jeff Jamboree in Jeffersonville on Saturday, September 9th, 9:00am-4:00pm. Stop by our library's booth at the Jeff Jamboree and see our new 3D printer in action.

WSPL at the Honey Bee Fest in Narrowsburg on Saturday, September 23rd, 9:00am-4:00pm. Stop by and enter our second annual Six Word Story Contest!