



# Western Sullivan Public Library

## Approved Minutes of the Board of Trustees Meeting (amended) Delaware Free Branch

May 8, 2023

**Members Present:** Marge Brown, Francis Cape, Evan Eisenberg, Kevin McDonough, Amber Novikov, Chris Peacock, Linda Pomes (President), Pam Reinhardt, Barbara Winfield (arr. 5:40 p.m.).

**Staff Present:** Audra Everett, Director

**Call to Order:** At 5:30 p.m. the meeting was called to order by President Linda Pomes with the Pledge of Allegiance.

**Adoption of Agenda:** On a Motion by Kevin McDonough and seconded by Marge Brown, the agenda as amended was approved by unanimous consent.

**Approval of Meeting Minutes:** On a Motion by Francis Cape seconded by Pam Reinhardt, the April 10, 2023 Meeting minutes were approved as amended by unanimous consent.

### Financial Reports:

- a. On a Motion by Kevin McDonough seconded by Amber Novikov, the Treasurer's Report was approved by unanimous consent.
- b. On a Motion by Pam Reinhardt seconded by Evan Eisenberg, the Financial Reports through May 8, 2023 were approved by unanimous consent.
- c. On a Motion by Kevin McDonough seconded by Francis Cape, Payment of Bills through May 8, 2023 was approved by unanimous consent.

### New Business:

- a. On a Motion by Pam Reinhardt seconded by Francis Cape, the board approved by unanimous consent the 2023-2024 Budget Vote and Trustee Election Results.
- b. On a Motion by Evan Eisenberg seconded by Kevin McDonough the board voted by unanimous consent to appoint Ciera Moore as permanent full-time Library Assistant as of May 10, 2023 at \$18.45 per hour.
- c. On a Motion by Chris Peacock seconded by Barbara Winfield the board voted by unanimous consent to approve the 2023-2024 Cleaning Contract.
- d. At 6:01 p.m. the board entered Executive Session and ended at 6:21 p.m.
- e. On a Resolution (No. 11, 2022-2023) by Kevin McDonough seconded by Amber Novikov the board approved by unanimous consent the Records Retention Policy. The records of the Western Sullivan Public Library will be retained and disposed of in accordance with the schedules published in the Retention and Disposition Schedule for New York Local Government Records (LGS-1) by the New York State Archives and the Records Retention Schedule of the National Council of Nonprofit Associations.



# Western Sullivan Public Library

**Old Business:**

- a. On a Motion by Pam Reinhardt seconded by Marge Brown the board voted by unanimous consent to approve the Remote Work Policy.

**Adjournment:**

On a Motion by Marge Brown seconded by Evan Eisenberg, the board voted by unanimous consent to adjourn the meeting at 6:33 p.m.

Chris Peacock  
Secretary