

Regular Board Meeting
August 11, 2025
Jeffersonville Branch, 5:30pm
Approved Minutes

Members Present: Susan Bodenstein, Kevin McDonough, Linda Pomes, Pam Reinhardt, Francis Cape, Michele Schroeder, Barbara Winfield and Rebecca Kent.

Staff Present: Audra Everett, Director; Carolyn Simon, Treasurer

Call to Order: The meeting was called to order at 5.30pm by President Kevin McDonough.

Adoption of Agenda: On a motion by Linda Pomes, seconded by Susan Bodenstein and approved by unanimous consent the agenda was adopted with the amendment to add section e. under New Business to address the final payment to the contractor at DEL.

Public Comment: none

Approval of Meeting Minutes: On a motion by Susan Bodenstein, seconded by Michele Schroeder the July 14, 2025, minutes for both the reorganization and regular meetings were approved by unanimous consent, with the abstention of Linda Pomes.

Financial Reports:

- a. On a motion by Pam Reinhardt and seconded by Rebecca Kent, the monthly Treasurer's Report was approved by unanimous consent.
- b. On a motion by Barbara Winfield and seconded by Pam Reinhardt, the monthly Financial Reports through August 10, 2025, were approved as submitted by unanimous consent.
- c. On a motion by Pam Reinhardt and seconded by Rebecca Kent, the payment of bills through was approved by unanimous consent.

Director's Report:

In addition to the written report, the Director reported that the Fire Department responded to a smoking light ballast in the bathroom at Callicoon. American Electric will inspect and fix August 12.

Our long time lawyer, Marvin Newberg, has died. A condolences card will be sent to his family. Discussion of options for replacement.

New Business:

- a) **Narrowsburg Emergency Project Payments**
Narrowsburg sewer line: A motion to approve the deposit payment of \$3,400 and the payment of \$3,400 after completion of the project to Esselman Sewer

and Drain from the Capital Fund account was made by Francis Cape, seconded by Pam Reinhardt and approved by unanimous consent.

Narrowsburg HVAC: A motion to approve the payment of \$29,544 from the Capital Fund account to Olsen Mechanical upon completion of the project was made by Barbara Winfield, seconded by Rebecca Kent and approved by unanimous consent.

- b. 2024/2025 Budget Line Transfers: A motion to approve the transfers was made by Pam Reinhardt, seconded by Michele Schroeder and approved by unanimous consent.
- c. The item b. ii. on the agenda, "To transfer from IMM to Capital Fund for Emergency Repairs", was moved to Budget Carryovers and a motion to approve was made by Susan Bodenstein, seconded by Barbara Winfield, and approved by unanimous consent.
- d. Insurance Renewal: a motion to approve the increase of approximately 8% (\$1,529) over last year's premium was made by Pam Reinhardt, seconded by Linda Pomes and approved by unanimous consent.
- e. DEL contractor final payment: the contractor, Gannon, is in conflict with the metal cornice contractor. The architect recommends paying Gannon the final amount less what they owe the cornice contractor, unless the dispute is settled and the lien released. A motion to do so was made by Barbara Winfield, seconded by Pam Reinhardt and approved by unanimous consent.

Unfinished Business:

- a) Review Procurement Policy: a motion to raise the base level below which no solicitation of written proposals or quotations shall be required to \$3,500 was made by Susan Bodenstein, seconded by Francis Cape and approved by unanimous consent.

Committee Reports

- Building- the committee met August 11
- Personnel
- Donations: Donations of approximately \$1,000 were received in memory of Sue Kohler. Discussion of best use of the funds.
- Finance
- Bylaws:
- Nominating
- FOL Liaison: A donation of \$5,000 was made by FOL for the Narrowsburg HVAC repair. Election of officers. A memorial bench for Mat Sullivan has been proposed. FOL will have a table at the Callicoon Farmer's Market August 17.
- Executive
- Strategic Planning:

Dates

- a. See monthly online newsletter.

Correspondence:

Adjournment:

On a motion made by Pam Reinhardt, seconded by Barbara Winfield, the board voted by unanimous consent to adjourn the meeting at 6:13pm.

Next Meeting: Monday, September 8, 2025 at 5:30pm, Tusten-Cochecton Branch.

Francis Cape
Secretary