

**Mount Pleasant Public Library Board of Trustees Meeting**  
**Minutes of the Meeting of November 16, 2023**

Trustees & Liaisons present: Dick Malina, Mary Ann Quinn, Julie Edwards, Eric Neuman, Frank Casale, Thomas Sialiano (Town Liaison)

Also present:

John Fearon, Library Director; Martha Mesiti, Assistant Library Director

Trustees & Liaisons absent: James Riina, Rebecca Myers, Kent Anker, Paul Alvarez (Village Liaison)

**Call to order**

Administrative: Trustee Edwards called the meeting to order at 7:10 pm.

**Minutes**

The minutes of the October 19, 2023, Board meeting were approved. Moved by Trustee Casale, seconded by Trustee Edwards, and passed.

No members of the public attended the meeting.

**Presentation from David Smyth, Town Engineer**

Following requests from the Town and the Village for a phased plan for Library renovations, David Smyth presented a detailed reworking of the Master Plan schema. His revised plan divides the work into four distinct and successive phases. For each stage, he provided detailed cost estimates, broken down by type. Further characterization of renovations as essential repairs or desirable improvements provides a basis for determining potential cost-sharing between the Library and the Town and Village. While David Smyth's plan sets aside a few of the Master Plan proposals (such as the amphitheater), it preserves the Plan's design ideas and spirit. The proposed stages would minimize the need for Library closures during renovations and would lead with improvements in energy efficiency and new facility offerings for users.

**Claims of Payment**

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Neuman, that: It is hereby resolved that, after review, the Library Board approves the following payments for the month of November 2023:

- Invoices charged against Trust & Agency Funds: \$3,179.02

- Invoices charged against the General fund: \$125,183.78
- Invoices paid via the Library credit card: \$1,142.42

**202311-01      The motion passed.**

### **Directors Report**

Director Fearon reviewed Library finances and statistics, which remain strong. He is in the process of preparing a detailed report on benefits. He is also working with the Library's art and graphics consultant Stuart Vance to create a new website that will more broadly promote the Library's programs and offerings. He concluded with a review of contracts and organizational resolutions presented for the Board's approval this month.

### **Request for tree to be planted**

The Board discussed a proposal from Chuck Treppeda, on behalf of members of the Pleasantville High School Class of 1968, to plant a tree on the Library front lawn in memory of their deceased classmates. As the Board has already approved a plan for that site, and as it does not find other appropriate sites for such a tree, it respectfully declined the offer.

### **Contracts**

After discussion, it was moved by Trustee Neuman, and seconded by Trustee Casale, that:

It is hereby resolved that Director Fearon be authorized to sign the following contracts:

- A 12-month agreement for IT consulting services with Scutum Consulting, for a sum of \$27,000, to be paid in monthly installments of \$2,250.
- A 12-month agreement for facilities consulting services with William Link LLC, for a base sum of \$24,000, to be paid in monthly installments of \$2,000.

**202311-02      The motion passed.**

### **Organizational Resolution**

After discussion, it was moved by Trustee Malina, and seconded by Trustee Edwards, that:

It is hereby resolved that:

- The Board of Trustees of the Mount Pleasant Public Library will hold monthly meetings at 7:00 pm on the third Thursday of each month, with the exception of August and December. Meetings will be held in the Community Room at the Main Library.
- The Library Board of Trustees retain the services of Mark Tulis, Esq., a partner in the law firm of Tulis and Geiger LLP, as Library attorney.
- The Library Board of Trustees authorize the payment of claims by the Town Comptroller for all claims, payroll, and payroll-related expenses, approved by both the Town Comptroller and the Library Director, prior to the Library Board's approval of the

warrant. All such claims must be presented for approval at the next regular Board meeting.

- The Town Comptroller be authorized to transfer funds between the Library and the Town prior to the Library Board's approval.
- The *Journal News* be named the sole newspaper of record for the Mount Pleasant Public Library because it meets all criteria for a "newspaper of record" for the area serviced by the library.
- Orange Bank and Trust Company and Tompkins Community Bank are designated as Depositories.
- The 2024 Hours of Operations be approved.

**202311-03      The motion passed.**

### **Strategic Plan**

The Board voted to table discussion of the Strategic Plan until January, when a full draft will be completed.

### **Executive Session**

At 9:50 pm, on a motion by Trustee Edwards, seconded by Trustee Quinn, the Board went into Executive Session to discuss contractual matters and matters of personnel. The Board came out of Executive Session at 10:04 pm, on a motion by Trustee Malina, seconded by Trustee Neuman.

### **Authorized Personnel**

After discussion, it was moved by Trustee Casale, and seconded by Trustee Malina, that:

- It is hereby resolved that the 2024 Authorized Personnel Salary Schedule be approved
- It is hereby resolved that the Library Board authorizes the payment of accrued holiday and sick leave to regularly scheduled non-union hourly employees.

**202311-04      The motion passed.**

### **Nominating Committee**

After discussion, it was moved by Trustee Casale, and seconded by Trustee Neuman, that:

It is hereby resolved that the following slate of officers be approved for 2023:

- President – Julie Edwards
- Vice-President – Kent Anker
- Secretary – Mary Ann Quinn
- Fiscal Officer – Dick Malina

**202311-05      The motion passed.**

Trustee Quinn moved for adjournment at 10:07 pm, seconded by Trustee Neuman.

Next regular meeting: Thursday, December 14, 2023, at 7:00 pm.

Respectfully submitted,  
Mary Ann Quinn  
Secretary