# ORANGEBURG LIBRARY - BOARD OF TRUSTEES MEETING

Monday, March 18, 2024

## Quorum.

A quorum was declared present based on the presence of the following Trustees:

| | Present | Absent |
|---|---|---|
| Judy Bivona, President (JB) | x | |
| Patricia Lifrieri, Vice-President (PL) | x | |
| Maureen Hayes, Secretary (MH) | x | |
| Stephanie Tassello, Treasurer (ST) | x | |
| Alfredo Castro, Trustee (AC) | x | |
| Sr. Virginia Chiambalero, Trustee (VC) | | x |
| Pamela Gunning, Trustee (PG) | x | |
| Rodney Picott, Trustee (RP) | x | |
| Syed Rizvi, Trustee (SR) | x | |

Staff:

| | | |
|---|---|---|
| Michele Galle-Looram, Director (MGL) | x | |
| Katherine Heuer, Staff Member | x | |
| Kimberly Carletta, Staff Member | x | |

The Meeting was open to the members of the public.

## Call to Order.

The Board President, Judy Bivona called the Regular Monthly Meeting of March 18, 2024 to order at 6:27 p.m.

## Review of the Minutes.

Motion to approve the Minutes from the February 2024 Library Board meeting; motion by PL; seconded by PG; no abstentions and unanimously carried by the quorum of Trustees.

## Checks over $1,000.

Motion to approve the last month's checks over $1,000; motion by MH; seconded by PL; no abstentions and unanimously carried by the quorum of Trustees.

## Director's Report.

Michele Galle-Looram highlighted/reported; KOHA- is the new Integrated Library System, was discussed. Library staff will be trained in this system that will be launched in August of this year. Museum Key – Presentation was given to the Directors on this software. It will allow patrons to reserve museum passes on line. The cost of the software will be split amongst the South Orangetown libraries. MGL spoke with the Superintendent of Parks & Recreation concerning access to parts of the Library building once Building & Permits move out.

## Operational Matters.

Board reviewed - There were no questions or comments.

## Committee Reports. - None

## Unfinished Business.

The windows have been repaired and the inside wooden shelving has been completed. The swing door at Reference still needs some work.

The library budget will be drafted at the end of April. The Finance & Personnel Committee will meet in May to discuss. The budget will be presented in June to the board and to the town in July.

259 funding – The five libraries will meet on March 19 to discuss marketing the 259 funding to the public. Signatures are being collected to confirm that the libraries want to pursue this funding. On March 28 the S. Orangetown libraries will meet with the Town Supervisor to update her on why they want to secure 259 funding. Public vote will be in June.

## New Business.

MGL brought up new hire replacement for Claire (part time reference librarian).

MGL brought up that the Hauser Bros. Inc. annual contract needs to be renewed for 2024.

Motion to approve this contract; motion by AC, second by MH; no abstentions and unanimously carried by the quorum of Trustees.

MGL advised that the new hire, who started in February, has requested tuition reimbursement for her Summer 2024 courses.

Motion to approve this tuition reimbursement; motion by AC, second by PG; no abstentions and unanimously carried by the quorum of Trustees.

## Executive Session. - None

## Adjourn.

Motion to adjourn the Library Board meeting until the next scheduled
April 15, 2024 at 6:30 pm meeting; motion by PG; seconded by SR; no abstentions and unanimously carried by the quorum of Trustees. Meeting ended 7:11 pm.

**Minutes prepared by:**

Maureen Hayes

March 21, 2024