



Meeting Minutes 11/17/2023

In Attendance - Dean Gallea, Chairperson; Diane Tasca, Vice-Chair; Tina Valenti, Secretary; Mary Drake, Treasurer (6:44pm); Alex Chambers; David Neilsen (7:40pm); Jessica Pacciotti, Library Director; Regina Butcher, Staff Assistant. Village Liaison, Tom Mitchell.

Chairperson Dean Gallea called the meeting to order at 6:35pm. The board reviewed the agenda and elected to move the executive session to the final item. The minutes from the October meeting were presented. Dean Gallea made the motion to approve the minutes, the motion was seconded by Diane Tasca. The motion passed unanimously. There were no public comments.

The vouchers for October were presented. Dean Gallea made a motion to approve the vouchers as presented. Tina Valenti seconded the motion. The motion passed unanimously.

The annual budget was reviewed. Director Pacciotti presented her monthly report. The director's report is on file.

In new business the board edits to the Collection Development Policy. One additional sentence was added to the final paragraph. Mary Drake moved to approve the policy as edited, the motion was seconded by Alex Chambers. The motion passed unanimously. Director Pacciotti presented the 2024 holiday schedule. It is recommended that the library add an early closing at 4pm on the day of the Tarrytown Halloween parade. Because the parade goes down North Broadway the street is closed in front of the library making it difficult for patrons and staff to leave at the usual closing time. The board had no objection to the early closing. Director Pacciotti reminded all board members that they had to complete their annual 2 hours of board training by the end of the calendar year. The Director will send around some links to online trainings. Once trainings are completed records should be sent to the board chair. A final note was made regarding the usual staff holiday party. Mary Drake promised a donation of \$300 for the staff to use for their party.

Diane Tasca made a motion to enter executive session to discuss the annual review of Director Pacciotti and the extended leave for Barbara Cohen at 7:24, Dean Gallea seconded the motion and it passed unanimously. The executive session was adjourned at 7:38pm.

The open board seat and other board member opportunities were discussed. The library continues to wait for a response regarding the lawyer's recommendations on the current Inter-Municipal Agreement before the empty Sleepy Hollow position is filled. The board was reminded that due to the holiday season the December board meeting will be moved to December 14th.

At 7:44pm Diane Tasca made a motion to adjourn the regular meeting. The motion was seconded by Dean Gallea and passed unanimously.

Respectfully submitted,
Jessica Pacciotti
Library Director