Board of Trustees
of the Blauvelt Free Library
March 24, 2026

PRESENT: Kerry Beckmann (KB), Lawrence Dan Danner (LDD), Debbie Gallagher (DG), Lisa Honig-Andrea (LHA), Theona Jensen (TJ), Kathleen Lacker (KL), Sal Pagnani (SP), Donald Syko (DS), and Michael Andrea (MA). A quorum was determined based on the presence of these trustees.

Staff Present: Claire Morrissey (CM), Library Director, Joan Ready (JR), Library Treasurer, Alice Ryan (AR), Friends of the Library, and Maria Valentino (MV), recording secretary.

EXCUSED ABSENCE FROM MEETING ATTENDANCE:

The meeting was called to order at 7:00pm by Michael Andrea, Board President

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENT: None

MINUTES:

Motion to accept the minutes of the March 2, 2026 meeting, was made by KB, and seconded by KL. Motion passed unanimously by the quorum of Trustees.

TREASURER'S REPORT:

JR presented the Treasurer's report for February 2026. Board members asked questions regarding some of the line items and JR explained in detail.

Motion to accept the February 2026 Treasurer's report was made by DS, and seconded by LDD. Motion passed unanimously by the quorum of Trustees.

DIRECTOR'S REPORT:

CM reviewed monthly stats and issues addressed in New Business, Old Business and General Maintenance/Operational Items.

FRIENDS OF THE LIBRARY REPORT:

Report by Friends of Blauvelt Free Library delivered by AR. The Friends will be providing refreshments for the BridgeMusik concert. There are two upcoming events. The registrations for the Blauvelt Community Yard Sale, being held on 4/25 and 4/26, are going slow. Board discussion ensued. The NYBG Trip will be held on 5/30 and those registrants are trickling in. The Friends will be paying for the bus for this trip. AR has asked Mike Conklin to see if patrons can park in the firehouse lot and if the bus can pick up the patrons there as well. AR is looking into a trip to a Rockland Boulders game, the BergenPac or NJPac.

OLD BUSINESS:

Update Employee Manual 2026

CM advised that she has been working very closely with Devora Lindeman, Esq., who has been retained as employment counsel to update the BFL employee manual to be in compliance with current employment laws. The contract, totaling $6,500 has been signed and Ms. Lindeman has received the 50% deposit. The balance will be paid upon conclusion of the project. A first draft will be presented to the Board in the next 60 days.

RCLS NYS Annual Report

CM advised that the submission is still on hold as DLD, who will now manage the report for the NYS libraries, has yet to create login credentials for all the libraries. Once that is done, they will provide software training, which should be mid-April. CM further advised that we have gathered all the data based on the prior year reports, which are normally due on February 28th.

NEW BUSINESS:

Spring/Summer Newsletter

CM advised that she and Marybeth Darnobid (MD) are working on the creation of the May-August newsletter and it should be mailed out on or about April 23rd. Program registration will begin on April 24th. This year's summer children's reading theme is "Unearth a Story".

GENERAL MAINTENANCE:

CM reported that Valentine Electric has repaired the pendant light outside of the front door.

Three local painting companies (Murray's Painting, JLL Painting, and Floz-On) are providing CM estimates to re-stain/refinish and protect the front entry door. Once estimates are reviewed, and a vendor picked, we will set up a work date for April/May

– weather permitting. Board discussion ensued.

L.I.K. Gutters will inspect the copper gutters to determine if any repairs are needed. CM is also looking for other gutter/roofing companies that work with copper gutters.

OPERATIONAL ISSUES

CM advised that Engie Resources has secured an electrical supply rate of 11.7kWh for the next 12 months. The contract has been signed to lock in the rate. The comparable O&R rate is currently 18.82kWh.

Veolia Water installed a new water meter on March 12th, replacing the old one. Board discussion ensued.

MISCELLANEOUS:

CM advised that she will now be reporting the Programs and circulation stats from 2025 to 2026, month to month, so that the everyone can see the comparisons. Board discussion ensued. Programming has increased significantly from last year, and there are more programs being offered from the prior year. Children's Programs were down a bit in February from last year due to weather cancelations. Notaries are still in high demand – the numbers almost doubled from last year. The Tappan Zee Class of 1976 held their 50th Anniversary last Saturday and they started their day at the library.

MA asked DG about the Thrift Store and she indicated that everything there is status quo. Board discussion ensued.

LHA advised that the Librarians movie is being showed at the Valley Cottage Library on Monday, April 20th, at 6:30pm.

ADJOURN MEETING:

A motion for adjournment of the Public meeting was made at 7:30 PM by KL and seconded by KB. Motion passed unanimously by a quorum of Trustees.

Next meeting is scheduled for Tuesday, April 28, 2026 at 7:00 PM.