

Dennis P. McHugh Piermont Library
Board Meeting Minutes
Wednesday, August 13, 2025, 7:00 PM
(In person at the Library and via Zoom)

Present: Len Hunt, Anne O'Brien, Victoria Panetis, Tina Roeder, Kelly Ruby, Shauna Wennerod

Present via Zoom: Ed Stanford

Also Present: Alex Tretiak, Library Director

Absent: Sara Tucker

A quorum was present in person.

I. CALL TO ORDER

The meeting was called to order at 7:05pm by Ed Stanford.

II. APPROVAL OF THE MINUTES

A. Approval of the minutes for the July 9 meeting: Motion was made by Tina Roeder. Seconded by Len Hunt. The motion passed unanimously.

B. Approval of the minutes for the July 30 meeting: Motion was made by Anne O'Brien. Seconded by Shauna Wennerod. The motion passed unanimously.

III. PUBLIC EXPRESSION

None

IV. LIBRARY DIRECTOR'S REPORT

Highlights from the report include the following:

- The RCLS Road Trip has been going strong, with 19 Piermont cardholders beginning their road trip here and 98 visitors coming from other libraries.
- Movies for adults are back, taking place every Friday afternoon.
- Ms. Nancy's storytime continues to fill the room to capacity and has smoothly transitioned from Monday mornings to Wednesday mornings.
- Frontline completed the work to replace our outdated computers with four new staff computers and four new public computers. The latter are all outfitted with Deep Freeze software to ensure privacy protection for patron data.
- Our physical circulation this month surpassed 1000 (1120 total) for the first time in years.
- The director submitted the initial application for the NYS Public Library Construction Aid Grant. We applied for aid in reconstructing the front entrance deck, staircase, and ramp, as well as the back entrance staircase.

V. TREASURER'S REPORT

A. Monthly Report: Presented by Victoria Panetis. See attached.

B. Claim Sheet: Motion to approve the claim sheet made by Len Hunt. Seconded by Kelly Ruby. The motion passed unanimously.

VI. DISCUSSION ITEMS

A. Mitch Eiss has resigned from the Board of Trustees; hence, there is an opening to fill his position for the remainder of the term, which goes until the end of 2027.

B. The insurance for the director and trustees ends at the end of August, so we are looking to replace it with a new insurance.

VII. COMMITTEE REPORTS

A. Policy Committee (reported by Shauna Wennerod)

The Policy Committee has received staff feedback on the personnel manual draft and is moving forward with making further adjustments.

B. Fundraising & Special Events Committee (reported by Shauna Wennerod)

The committee is considering holding the Pumpkin-Decorating event on October 18 to coordinate with the PCA's Scarecrow Contest. Another possibility would be to hold it the following weekend, October 25.

C. Building & Grounds Committee (reported by Len Hunt)

The front porch light isn't working. We will have an electrician come and fix it. The plants, shrubs, and yard are green and flourishing.

VIII. OLD BUSINESS

None.

IX. NEW BUSINESS

None.

X. ADJOURNMENT

Motion to adjourn was made by Anne O'Brien. Seconded by Victoria Panetis. The motion passed unanimously. The meeting adjourned at 8:03pm.