

**Dennis P. McHugh Piermont Library**  
**Board Meeting Minutes**  
**Wednesday, September 10, 2025, 7:00 PM**  
**(In person at the Library)**

**Present:** Len Hunt, Anne O'Brien, Tina Roeder, Kelly Ruby, Ed Stanford, Shauna Wennerod

**Also Present:** Alex Tretiak, Library Director

**Absent:** Victoria Panetis, Sara Tucker

A quorum was present in person.

**I. CALL TO ORDER**

The meeting was called to order at 7:03pm by Ed Stanford.

**II. APPROVAL OF THE MINUTES**

Approval of the minutes for the August 13 meeting: Motion was made by Tina Roeder. Seconded by Kelly Ruby. The motion passed unanimously.

**III. PUBLIC EXPRESSION**

Piermont resident Usha Wright was in attendance.

**IV. LIBRARY DIRECTOR'S REPORT**

Highlights from the report include the following:

- The RCLS Road Trip continued to go strong throughout the summer with 75 visitors to our library during the month of August.
- The 6-week Beginner Canasta classes wrapped up with positive patron feedback for the program.
- The movies for adults on Friday afternoons yielded low attendance in August. The director plans to seek ways to increase the program's appeal.
- Alexis' Create and Sip program continues to be extremely popular, with a waitlist for participants.
- We hosted a lecture from aviation historian and pilot Susan Loricchio last month about Amelia Earhart. The attendees participated in a live conference call with the program manager of Nauticos, who is planning a new expedition in search of Earhart.
- The Mighty Five Scavenger Hunt drew 140 participants who explored every corner of our library and received painting sets as their grand prizes.
- Staff and patrons have expressed positive feedback on the new computers recently installed by Frontline.
- John Ballard has resigned from weeknight shifts but will continue to staff the library on Saturdays.
- The director is currently researching book drop replacements, as both the book and DVD drop boxes are decrepit and no longer functioning properly.

## **V. TREASURER'S REPORT**

A. Monthly Report: Presented by Shauna Wennerod (for Victoria Panetis). See attached.

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

## **VI. DISCUSSION ITEMS**

A. M&T Bank will be redoing their parking lot, and in the process, a storm drainpipe that belongs to the Village will need to be replaced. Six feet of the pipe runs under Library property (behind the building in an area not used by our patrons). The director has received assurance from the Village building inspector that the new pipe should provide improved drainage for all parties involved and not create further flooding issues for the Library. We have indicated to M&T that we want to cooperate with them on this work but need additional details about how the work will be managed.

B. Ed Stanford raised the idea of our reconsideration of the current parking lot signage.

C. Ed Stanford also raised the idea of our reconsideration of our current hours of operation, including the possibility of having Sunday hours.

D. We are due to revise the Library's Strategic Plan, which was last revised and approved in 2020. A revision is required every five years. We need to appoint a committee to draft a new Strategic Plan and submit it for Board approval by the end of the calendar year. Ed Stanford recommended that we appoint our Library Director to chair the committee and that we include both Board members and staff member(s) on the committee.

## **VII. COMMITTEE REPORTS**

A. Policy Committee (reported by Shauna Wennerod)

The Policy Committee has submitted the revised draft of the personnel manual to Kevin Doherty, attorney at Greenwald Doherty. He will take a look at the document and give us a proposal of the work he thinks needs to be done and that he can provide. The Policy Committee will submit the revised personnel manual for a first reading at our October Board meeting.

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

-The Pumpkin Decorating event is Sunday, October 26, 10am-12pm, with a rain date of Thursday, October 30, 4-6pm.

-The committee will be sending out the Annual Appeal letter again in mid-November.

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

-The gutters are clogged. The roof company we used to install the new roof has agreed to come back and clean them.

-Romeo Electric will come and fix the broken front porch light.

-Regarding the proposal for the reconstruction of the front entrance deck, stairs, and ramp, we are waiting for the contractor to provide the details for the dimensions.

## **VIII. OLD BUSINESS**

None.

#### **IX. NEW BUSINESS**

None.

#### **X. ADJOURNMENT**

Motion to adjourn was made by Anne O'Brien. Seconded by Len Hunt. The motion passed unanimously. The meeting adjourned at 8:59pm.