

**Greenwood Lake Public Library
Board of Trustees
Meeting Minutes**

March 18, 2025

Trustees Present

Kayla Andrews, Pres.
Pat Nolan, Finance Officer
Deborah Santarpia-Searle

Staff Present

Jill Cronin, Director
Sandra Newman, Treasurer

Kayla Andrews opened the meeting at 7:15 PM in the library program room. The absences of Nancy Clifford and Vicky Sarine were excused.

Previous Minutes

Pat Nolan made a ***motion*** to accept the February 2025 minutes as presented. Seconded by Deb Searle; carried.

Director's Report - Attached

Audit & Finance Committee

Report attached. Pat Nolan made the following ***motions***, which were seconded by Deb Searle and carried:

1. To accept the February 2025 financial statements as presented
2. To accept the Internal Claims Auditor report for 3/5/25
3. To increase the Renovation Phase V Expense budget by \$1,650.00 to reflect spending to date.

Committee presented recommended changes to the 2025-2026 Operating Budget draft for the Board's consideration before finalizing the proposed budget at the April meeting.

Old Business

Pat Nolan made a ***motion*** to set the Election Inspector's rate of pay at \$200 for the nine-hour shift required for our Annual Meeting and Budget Vote on 5/15/25. Seconded by Deb Searle; carried.

The Board entered ***executive session*** at 8PM to discuss the annual personnel review of one part time Account Clerk, the Library Director I position and an employee incident report. Regular session resumed at 8:35 PM.

Human Resource Committee

Report attached. Pat Nolan made the following *motions*, which were seconded by Deb Searle and carried:

1. To table the annual personnel review of Library Director I, Jill Cronin until the April meeting.
2. To accept the annual personnel review of part time Account Clerk, Jennifer El-Rifai, granting her the balance of her budgeted salary increase, effective 4/14/25.
3. To rescind the increase to the maximum of paid Supplemental Insurance offered, leaving this benefit to remain at \$2,500 per year.
4. To contact NYSLRS in writing that we are withdrawing our inquiry based on the quote issued for our participation in the state pension fund.

The next meeting of the Board will be Thursday, April 17, 2025 at 7 PM in the library.

Meeting adjourned at 8:45 PM.

:sjn

3/19/25