

**GREENWOOD LAKE PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES**

JANUARY 20, 2026

Trustees Present

Nancy Clifford, Pres.
Vicky Sarine, V.P.
Pat Nolan, Finance Officer
Deb Searle, Secretary
Kayla Andrews

Staff Present

Jill Cronin, Director
Sandy Newman, Treasurer

Nancy Clifford opened the meeting at 7:01 PM in the library program room.

Previous Minutes

Pat Nolan made a *motion* to accept the November, 2026 meeting minutes as presented. Seconded by Vicky Sarine; carried.

Director's Report

Report attached

Audit & Finance Committee

Report attached. Pat Nolan made the following *motions*:

1. To accept the November and December 2025 financial statements as presented. Seconded by Kayla Andrews; carried.
2. To transfer \$100,000 from the Webster Investment Account to the Webster Operating Account...*and*
To transfer \$100,000 from the Webster Investment Account to the Webster Payroll Account. Seconded by Kayla Andrews; carried.
3. To restrict \$2,863.80 of the Bullet Aid revenue to Miscellaneous Expenses for the map framing project. Seconded by Deb Searle; carried.
4. To accept the Internal Claims Auditor reports for 12/4/25, 12/17/25 and 1/7/26. Seconded by Vicky Sarine; carried.
5. To increase the Phase IV Renovation budget by \$226.00 to reflect spending to date. Seconded by Vicky Sarine; carried.
6. To increase the Phase V Renovation budget by \$67,909.41 to reflect final contractor payment. Seconded by Deb Searle; carried.
7. To approve the Tuition Reimbursement Request submitted by Aimee Morrow at 50% reimbursement. Seconded by Vicky Sarine; carried.

The 2026-2027 fiscal Budget Committee will meet on Friday 2/13/26 at 3 PM in the Library.

New Business

- Pat Nolan thanked the Library on behalf of the Food Pantry for our participation in their Toiletry Drive.
- Nancy Clifford and Deb Searle will attend the Civil Service informational training session with Sandy Newman on Tuesday, February 10th from 9:30-12:30 at the Orange County Government Center.
- Nancy Clifford presented the 2026-2027 Lions International Peace Poster and Essay Contest, requesting that the Library partner with the Lions to bring this year's contest to Greenwood Lake. It was agreed we would participate.

The Board entered *executive session* at 7:41 PM to discuss the annual personnel review of one part time library clerk, change in schedule request for one part time account clerk, and applicants for the Library Manager position. Regular meeting resumed at 8:40 PM.

Human Resource Committee

Report(s) attached. Vicky Sarine made the following *motions*:

From emergency executive session 12/4/25:

1. To accept the resignation of Library Director, Jill Cronin, effective 1/31/26. Seconded by Pat Nolan; carried.
2. To convert Jill Cronin's 35-hour work week from 5 days to 4 days for the month of January. Seconded by Deb Searle; carried.
3. To canvass for the position of Library Manager utilizing the guidelines outlined by Civil Service and the library's by-laws. Seconded by Pat Nolan; carried.

1/20/26 motions:

1. To rescind the previously adopted *motion* to retain Jill Cronin as a consultant/trainer for up to 2 days per week for the month of February. Seconded by Pat Nolan; carried.
2. To appoint Jill Cronin to the position of Temporary Library Director I for a maximum of 90-days at her current hourly rate, effective 2/1/26 for transition and training purposes. Seconded by Deb Searle; carried.
3. To approve the personnel review of Part Time Library Clerk, Mary Sheeran, granting her budgeted salary increase effective 2/1/26. Seconded by Kayla Andrews; carried.
4. To grant the request of Part Time Account Clerk, Jennifer El-Rifai, to reduce her schedule to only Tuesday evening. Seconded by Deb Searle; carried.

The next meeting of the Board of Trustees will be Tuesday, February 24, 2026 at 7 PM.

Meeting adjourned 8:48 PM.

:sjn

1/21/26