

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

SEPTEMBER 15, 2026 (DRAFT)

Trustees Present

Deborah Searle, V.P.
Pat Nolan, Finance Officer
Lisa Milano, Secretary

Staff Present

Aimee Morrow, Director
Sandra Newman, Treasurer

Deborah Searle opened the meeting at 7:06 PM in the Library's program room. The absences of Nancy Clifford and Vicky Sarine were excused.

Previous Minutes

Lisa Milano made a ***motion*** to accept the July, 2026 meeting minutes as presented. Seconded by Pat Nolan; carried.

Director's Report

Report attached.

The Board entered ***executive session*** at 7:25 PM to discuss the annual personnel review of one Library Assistant and one Senior Library clerk, as well as review of two incident reports. Regular session resumed at 8:12 PM.

Human Resource Committee

Pat Nolan made the following ***motions***, seconded by Lisa Milano and carried:

1. To accept the annual personnel review of Library Assistant Children's Services, Casey Mears, and grant her increase to bring the position to \$50,000 annually.
2. To grant permanent status to Judy Cruz-Palma as of 9/15/26, increasing her wage to \$20.00 per hour.

By-Laws Committee

- The Committee will continue work on the Disaster Plan and Emergency Procedures Policies for presentation at the October 2026 meeting of the Board.
- The Committee will meet prior to the next meeting of the Board to draft the proposed Direct Access Policy.

Legislative /Grant Committee

- The Committee will begin the process of re-establishing a "Friends of the Library" group.
- Greenwood Lake Residents Kathleen Holder and Erin Fry have organized a Dolly Parton Pub Crawl, with proceeds to be divided between the Greenwood Lake Public Library and the Greenwood Lake Food Pantry.

Audit & Finance Committee

Pat Nolan made the following ***motions***, seconded by Lisa Milano and carried:

1. To accept the June, 2026 financial statements as presented and close the 2025-2026 fiscal year.
2. To accept the July, 2026 and August, 2026 financial statements as presented.
3. To accept the Internal Claims Auditor reports for 8/6/26, 8/20/26 and 9/3/26.
4. To increase the Digitization Budget by \$200 to reflect monies received.
5. To increase Phase V Renovation Expense by \$157.76 to reflect monies spent.
6. To accept the 6/30/26 Asset Inventory reports from Industrial Appraisals

New Business

Lisa Milano made a ***motion*** to accept the 2025-2026 Records Destruction Authorization. Seconded by Pat Nolan; carried.

The next meeting of the Board of Trustees will be Tuesday, October 20, 2026 at 7:00 PM in the library.

Meeting adjourned at 8:35 PM.

:sjn

9/16/26