

Minutes are **DRAFT**
until approved at the
next Board Meeting

John C. Hart Memorial Library
1130 Main Street
Shrub Oak, New York 10588

Board of Trustees Meeting
Wednesday, July 15th, 2026

PRESENT: Cathy Bahan (Member-at-Large), Yvonne Cech (Library Director), Barry Erenberg (Treasurer), Kathy Law-Imperato(President), Laura Tropp (Secretary), Jean Zappia (Vice-President)

The public meeting commenced at 6:02pm.

PUBLIC COMMENT PERIOD

There was a discussion connected to food scraps items detailed under new business.

REGULAR BUSINESS

Approval of Minutes

The Board voted to approve the minutes with a minor change

Treasurer's Report:

The Board reviewed the treasurer's report. The Board is continuing outreach to the accountant. There was no new update for the investment committee.

Approval of Invoices & Expense Ledger:

The Board voted to approve the following invoices: 6/17, 6/18, 6/22, 6/26, 6/30, 7/6, and 7/7. The Board also voted to approve all expenses and encumbrances on the expense ledger report for June.

Director's Report

The Board reviewed a report with the circulation statistics. The Town Board voted to award the contract on the digital sign. We are still awaiting a timeline. We are still waiting on the EV Charging Station completion. The Year to Date budget is underfunded for staff positions to allow for the library to remain open on Sunday, programs beyond the typical library hours, or for snow removal of other events or circumstances in which we need additional help. The Board will ask for the new budget to be funded as projected.

Friends of the Library Update

During their membership drive, they recruited thirteen new members and now they have 173 total members. The book sale will be the last weekend in September.

OLD BUSINESS

Wetlands Survey

There was no new update.

Update on Capital Campaign

- Kevin Wallace, President and Partner for the Campaign Council, visited the Board to present his final report.

Discuss Memorandum of Understanding (MOU) with the Town of Yorktown

The Board discussed the agenda for the meeting at 1:30pm at 7/22.

Charter Amendment to increase number of Trustees

There was no new update.

Connection to Town Sewer

There was no new update.

Branding Discussion

The Branding Focus group met and will have a report for the Trustees to review at an upcoming meeting.

NEW BUSINESS

Joint Board Meeting

The Joint Board Meeting at the Croton Free Library will be on July 20th.

Town request for locating Food Scrap Collection Containers at Library

Phil Marino, Building Department Manager of the Town, visited the Board to request that the library hold locations for some of the Food Scrap Collection Sites.

Director & Contracts

The Board reviewed and discussed the resolution needed to authorize the director to execute contracts and authorize expenses

Policy Review: Library Bill of Rights

The Board voted to approve the change for the Library Bill of Rights.

Policy Review: Freedom to Read Statement

The Board voted to approve the Freedom to Read Statement

Policy Review: Trustees' Expense Reimbursement

The Board voted to approve the Trustee Expense Reimbursement

2027 Capital Budget

The Capital Budget is due to the planning department in about two weeks. The Board reviewed and discussed the current projects and proposed projects and will finalize the budget in the August meeting

2027 Operating Budget

The Board discussed and reviewed the proposed operating budget, including salary increases, proposed full-time staff position, increased conference fees, increases in library materials, and adjustments needed based on the new arrangements with WLS. The Board will finalize the budget in August.

Upcoming Board of Trustee meetings will be on the following dates at 6 p.m.:

August 19th (budget meeting only), September 16th, and October 21st.

At 8:10pm The Board moved to Executive Session to discuss the real estate, upcoming board elections, and staff salary. The Board invited the Director to stay for the real estate and board election discussions. The Board voted to move out of executive session at 8:16pm and no action was taken.

ADJOURNMENT

The public meeting concluded at 8:55pm.