

North Greenbush Public Library Trustee Meeting Minutes

Trustees Present:

Joan Behan
Deborah Bernnard
Delores Celeste
Jim Greenfield
Amy Hale

Jean Holmes
Kim Margosian
Ali Mariano
Mike Martinez

Trustees Absent:

Kate Myer

Also in Attendance:

Mary Klimack, Library Director

Call to Order: Meeting called to order at 7:04 PM on Nov 20, 2025 by Delores Celeste.

Approval of Minutes: Upon motion by Amy Hale, seconded by Joan Behan, the minutes of the October meeting were approved unanimously,

Old Business

Building Committee

Snyder's Lake Road Status

Mary Klimack reported on behalf of Katie Myer. With Peggy Derevlany's resignation, the Building Committee had an opening. Katie Myer asked Mike Martinez to join the Committee and use his knowledge of the Town to help further our project. Mike graciously accepted. The Committee and our legal team continued to explore our options after discovering that Town zoning regulations require commercial or institutional users to build on 5 acre lots. The plot of land we are purchasing is 3 acres. One option would be to apply to the town for a variance. On behalf of the Building Committee, Mike Martinez began to look into this process. He noted that the library cannot begin the variance application process until the land purchase is complete. Mike also requested a copy of the site map Paul Mays created so he could continue to research this option.

SHPO Site Analysis Services Extension

As a result of the library's circulation of the "Notice to Designate a SEQRA Lead Agency" packet in October, the NYS Office of Parks, Recreation and Historic Preservation (SHPO) responded with a letter recommending a Phase 1A/1B Archaeological Survey be completed since the land has been mostly undisturbed and is located in an area that Indigenous people could have

found desirable. Paul Mays submitted a Site Analysis Services Extension to the Board requesting authorization to complete the survey.

The Board had a lengthy discussion about this proposal in relation to the money the Library has already spent on the land acquisition. Key points of that discussion were:

- Several trustees expressed concern about the amount of money that has been spent to date on the land acquisition and the fact that the deal may not be finalized.
- Delores Celeste expressed particular concern about the legal fees that have accrued so far. She requested that the law firm send the library trustees an up-to-date statement of billable hours and a new one every 30 days going forward. Mary Klimack will place this request.
- In regards to the SHPO archaeological survey, Delores noted that the letter from SHPO indicates that the Phase 1A/1B analysis is “recommended” while the explanation from Paul Mays indicates that the analysis has been dictated by SHPO. Both Amy Hale and Deborah Bernnard noted that the analysis is part of the library’s due diligence to make sure that this land is appropriate for a public building.
- There was an in depth discussion about the cost breakdown for the SHPO survey. Trustees had several questions about the contract extensions and liability insurance fees. They also wanted more information about what the “plus reimbursables” could be.
- Deborah Bernnard noted that there should be better communication between the Building Committee and the full Board.
- The trustees then discussed whether they felt comfortable making a motion to approve this expenditure given the number of questions and concerns they had. No trustee was willing to make that motion.
- Trustees stated their willingness to meet in December if their concerns were addressed and time is of the essence. Amy Hale indicated that any archaeological work would likely be delayed if/when the ground freezes.

Upon motion from Mike Martinez, seconded by Delores Celeste, the trustees tabled their approval of the SHPO Site Analysis Services Extension in the amount of \$5,200 until further information is provided. The motion was passed unanimously.

Mary Klimack will send Paul Mays a list of the trustees questions regarding the SHPO Site Analysis Services Extension and report back.

Friends of the Library Update

The Friends have a Christmas raffle basket set up in the library which includes a hand crocheted blanket. Tickets are 5 for \$2.00 and will be drawn on December 16, 2025.

Public Comment Policy Amendment

Mary Klimack made the suggested revisions from the October meeting to our public comment policy. Upon motion by Deborah Bernnard, seconded by Mike Martinez, the revisions to the Public Comment Policy were approved unanimously. Beginning in January 2026, the Public Comment section will be added as an agenda item.

Website Update:

Mary Klimack noted that she is working closely with staff from Upper Hudson Library System on the new website. She hopes to have examples of the site to share with the Board soon. She believes they are on track to roll out the new website in January.

New Business

2026 Board Meeting Dates

Mary Klimack distributed the 2026 meeting dates in the board meeting packet prior to the meeting. Upon motion from Kim Margosian and seconded by Jean Holmes the 2026 board meeting dates were unanimously passed.

2026 Holiday Schedule

Delores Celeste noted that the library closes at 5 PM on the evening before Thanksgiving. She moved that the library close at 3 PM instead. The trustees all agreed. Upon motion from Amy Hale and seconded by Ali Mariano the 2026 holiday schedule was passed unanimously with that one revision.

The Board also unanimously decided to have the library close at 3 PM on November 26th, 2025.

Director's Report

Mary Klimack presented the director's report, including UHLS updates, circulation data and miscellaneous information.

The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

Financial Reports

Financial reports were distributed to all trustees in advance of the meeting. Jim Greenfield noted that Mary Klimack added a new line item for the land acquisition expenses. This was a result of trustee discussion at the October meeting about making sure the financials for this project are transparent and easy to locate.

Upon motion by Delores Celeste, seconded by Kim Margosian, the financial reports were approved unanimously.

Announcements

Delores Celeste told the Board that she and Mike Martinez have signed up to take UHLS Trustee training in December. She also noted that UHLS has released the training dates for 2026. Mary Klimack will distribute those dates via email.

Mary Klimack discussed her day at the annual NYLA Conference in Saratoga in early November. She attended a workshop that discussed various gaming programs that are very popular with tweens and teens. It had great information about necessary equipment and the best game options for groups. She looks forward to implementing similar programs when we have a larger space.

Adjournment: Meeting adjourned at 8:51pm upon motion by Mike Martinez, seconded by Amy Hale and approved unanimously.

Minutes prepared by Mary Klimack, Library Director