

**Daniel Pierce Library
Board of Trustees Meeting
September 16, 2026**

A meeting of the Trustees of the Daniel Pierce Library was called to order at 7:25pm. Trustees present were Patricia Doogan, Scott Allison, Cathy Coombe, Jared Larsen, Leanore Egan, Bob Eddings and Laura Denman. Also present was Cathy Russo, Library Manager. Dave Schneyer entered the meeting at 7:40pm.

Secretary's Report: The minutes of the August meeting were reviewed and approved as presented. Motion carried

Public Comments: None

Correspondence: None

Financial Reports: The Board reviewed the financial statements for the month of August with slight fluctuations in checking account balances. The balance sheets and building fund reports were similar to the previous month with the exception of a donation from the DPL Building Foundation and other smaller donations. Operating and income expenses included income from the Grahamsville fair and grants from two organizations. Expenses were as budgeted. It was moved by S Allison and seconded by P Doogan to approve the reports for August. Motion carried.

Director's Report: C Russo presented the Director's report for August into September. She highlighted activities and programs sponsored by the library. The Fair fundraiser was very successful. The new library sign was installed last week and renovations to the community room are underway. The full Director's report is attached.

Old Business:

1. C Russo reported that the report for kilowatt hours used must include a multiplier to arrive at the actual number of KH used.
2. The DPL applied to the Sullivan County Discretionary fund to be used for an electric door opener and to repoint sidewalk joints.
3. Community room renovations are in process. New flooring will be installed tomorrow and Friday. Painting will be done after that.

New Business: The Employee Handbook has been revised, updated and reformatted to make it more uniform. Updates include the addition of the Airborne Infectious Disease section (Hero Act). It has been reviewed by the Executive Committee, and reviewed and approved by the NY Department of Labor. There are also policies from RCLS.

It was moved by D Schneyer and seconded by L Egan to approve the updated Employee Handbook. Motion carried with six trustees voting in favor and two abstentions.

Moved by B Eddings and seconded by D Schneyer to approve the Airborne Infections Disease Exposure Prevention Plan. Motion carried.

Committee Updates:

1. Giant Pumpkin Party – The committee met at 6:30pm prior to the trustee meeting, to finalize plans.
2. Building Committee: The committee met to review the building and proposed a few changes including changes to the storage of supplies in the cleaning closet. S Allison reported that the building has “aged well” and proposed creating a regular maintenance plan.

A motion to adjourn the meeting was made and seconded. The meeting was adjourned at 8:07pm.

Respectfully submitted,

Catherine Coombe,
Recording Secretary