

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING / SEPTEMBER 17, 2025  
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, September 17, 2025. The meeting was recorded in accordance with law.

**I. Meeting Called to Order**

Ms. Darnett Davis, President called the meeting to order at 6:35 p.m. with the following members present:

Ms. Esther Waldman (Vice President), Ms. Yehudis Gottesfeld (Secretary, present via zoom), Mr. James Johnson, Ms. Joan Soskin, Ms. Goldie Golding, and Mr. Yossi Rubinstein (arrived at 6:39 p.m.).

**Administrative Personnel Present:**

Ms. Laura Wolven (Library Director), Ms. Beth Zambito (Assistant Library Director), Mr. Andrew Kobllick (Business Manager), Ms. Leah Levine (Library Clerk)

**Present:**

Mr. Mendy Glick (Library Treasurer).

**Others Present via zoom:**

Susanne Daley (Union President), Elizabeth Marcus (staff), Kathleen Preston (staff), Michelle Gutierrez (staff), Parveen Rahmet (staff), Judy Joseph (staff), Cesar Vasquez (staff) Jeff (full name not provided), momsiphone (name not provided), Robert Rowe (staff), and Tzvi Waldman (patron).

**II. Approval of Agenda**

**Motion** by Ms. Waldman to approve the agenda with edits with the addition of discussion on the Traditional Collection topic under unfinished business. Motion seconded by Mr. Johnson. Motion carried.

**III. President's Report**

Ms. Davis presented a written report.

#### **IV. Approval of Minutes of the Regular Meeting of August 27, 2025**

**Motion to approve the minutes** by Ms. Waldman, seconded by Mr. Rubinstein. Motion carried.

#### **V. Bill List for September 2025**

- **Motion to approve the September Bill List** by Ms. Soskin, seconded by Ms. Golding. Motion carried.
- **Motion** made by Ms. Waldman to approve the September payment to the New York State Insurance Fund and to note the approval in the notes on the bill list when paid. Motion seconded by Ms. Davis. Motion carried.

#### **VI. August 2025 Payroll Journals**

- Ms. Waldman made a **motion to approve the August 2025 payroll journal, with the request that payroll journals be sent earlier than the morning of the board meeting.** Motion seconded by Ms. Davis. Motion carried.
- Ms. Gottesfeld raised a question regarding energy efficiency, requesting a new evaluation on reducing energy usage. Ms. Wolven will review past evaluations to see when the most recent evaluation was.

#### **VII. Financial Statement for July and August 2025**

- Ms. Waldman made a **motion to approve the transfer of \$500,000 from NYCLASS to M&T should the disbursements from East Ramapo Central School District not come in on time for payroll.** Motion seconded by Mr. Rubinstein. Motion carried.
- Ms. Davis made a **motion to approve the July and August financial statements.** Motion seconded by Mr. Johnson. Motion tabled and referred to the finance committee.

#### **VIII. Treasurer's Report**

Mr. Glick reported that he was having difficulty reconciling the budget with actual expenses as to why he does not have a formal report available at this meeting.

#### **IX. Library Statistical Report for July and August 2025**

- Only the statistical report for August 2025 was presented to the board
- Ms. Waldman made a request to Ms. Wolven for raw data to be provided.

## **X. Library Director's Report**

Report presented. Ms. Waldman requested that future program statistics for repeated programs be broken down by date.

## **XI. Union Representative Report**

Union President Suzanne Daley:

- Suggested that the Board develop a retirement incentive program for staff. Ms. Davis acknowledged and stated the Board would discuss the matter.
- Inquired about the gala, including staff participation and volunteer opportunities.
- Asked about the status of the FML scholarship; Ms. Wolven explained that it ended when the library changed insurance companies from Safe Harbor.

## **XII. Public Comment**

Ms. Davis invited public comment. None were given.

## **XIII. Correspondence Received**

Ms. Davis read aloud the correspondence item (a letter from Rockland County Sewer District 1) which had been addressed and taken care of by the library director.

## **XIV. Committee Reports**

**Budget and Finance – Ms. Waldman (Chair):**

- Ms. Waldman provided highlights from finance committee's meeting, previously shared with the board.

**Personnel – Ms. Davis (Chair):**

- No report.

**Advocacy and Fundraising – Ms. Gottesfeld (Chair):**

- Working on creating an agenda for a meeting in coordination with Ms. Davis.

**By-Laws and Policy – Ms. Waldman (Chair):**

- Provided overview of committee meeting and recommended actions from her shared meeting minutes/notes.

**Strategic Planning – Ms. Soskin (Chair):**

- Highlights, previously shared, read by Ms. Waldman.
- Gift card prize amount for survey reduced from \$150 to three \$50 prize amounts.
- Survey language revised: removal of “if at all” in question about service improvement; new question added: “What would you like to see more of?”
- **Motion by Strategic Planning Committee to approve survey with edits.** Motion seconded by Mr. Rubinstein. Motion carried.
- **Motion by Strategic Planning Committee to approve three \$50 Visa gift cards as survey prizes.** Motion seconded by Mr. Rubinstein. Motion carried.

**Buildings and Grounds – Mr. Rubinstein (Chair):**

- No meeting was held. Mr. Rubinstein suggested placement of library drop-off boxes at additional locations (e.g., Spring Valley Marketplace), exploring solar-panel shade structures for parking lot, closing parking lot at night and potential liability signage. Discussion referred to the Buildings and Grounds Committee.
- Ms. Wolven noted closing off the parking lot at night might not be worthwhile because it will be reconfigured and it doesn't make sense to spend the money only to undo it.

**XV. Unfinished Business**

**By-Laws:**

**Motion to approve revised by-laws** by Bylaws and Policy Committee (Ms. Waldman). Seconded by Ms. Davis. Motion carried.

**XVI. New Business**

1. Appointment of John Ballard, Library Assistant, Adult Services Department, effective September 8, 2025.

- **Motion to approve John Ballard's appointment** made by Ms. Waldman, seconded by Ms. Soskin. Motion carried.
- 2. Appointment of Kathleen Sullivan, Library Assistant, Adult Services Department, effective September 8, 2025.
  - **Motion to approve Kathleen Sullivan's appointment** made by Ms. Soskin, seconded by Ms. Waldman. Motion carried.
- 3. Approval of the RCLS Budget.
  - **Motion to approve by the RCLS budget** Ms. Davis. Seconded by Ms. Soskin. Ms. Waldman, Ms. Golding, and Ms. Gottesfeld abstained. Motion carried by Mr. Rubinstein and Mr. Johnson.
- 4. Approval of the payment of the New York State and Local Retirement System amount of \$639,405.00 (due December 15, 2025).
  - Action tabled pending confirmation of exact figures.
- 5. Approval of edits to the 2026 Library Calendar.
  - **Motion to approve the edits of the 2026 library calendar** made by Ms. Davis, seconded by Ms. Waldman. Motion carried.

## **XVII. Adjournment**

**Motion to adjourn** by Ms. Davis. Seconded by Ms. Golding. Meeting adjourned at 8:56 p.m.

Yehudis Gottesfeld  
Secretary

Darnett Davis  
Board President

A photograph of two handwritten signatures in blue ink. The top signature is "Yehudis Gottesfeld" and the bottom signature is "Darnett Davis".

**Next Regular Meeting of the Board of Trustees: Wednesday, October 22, 2025**