

**Wallkill Public Library
Board of Trustees Meeting
Wednesday, December 1, 2025**

President Todd Craner called the meeting to order at 6:50.

Present: Larissa Burke, Todd Craner, Lynn Diener, Susan Burhans Haldeman, Christine Morelli, Lisa Palmer, Dan Perkins, Merrie Witkin

Absent: Stan Seagren, Mary Lou Van Aken

2025-12-A L. Palmer moved and L. Burke seconded that we accept November 2025 minutes. Motion passed.

President's Report:

As we move into the holiday season, I again want to say thank you to those who keep our library a centerpiece of our community. The library's participation this coming Saturday will be family friendly beginning to the community's Holidays in the Hamlet. Last year's show was well received by both children and adults. As always, many thanks to Dan and all the library staff for all that they do.

Library Director's Report: (see separate report for details)

We had library card sign-up days at Ostrander and Leptondale schools with 109 cards issued. Kim and Christine are doing lots of wonderful craft programs all month. The library hosted Karen Harding to present a Medicare 101 session and will be doing so again.

Finance Report:

2025-12-B T. Craner moved and L. Diener seconded that we approve the November 2025 warrant report. Motion passed.

2025-12-C M. Witkin moved and L. Diener seconded that we pay Shelter Point \$362.25 for disability insurance. Motion passed.

2025-12-D L. Burke moved and C. Morelli seconded that we move \$30,000 from NYCLASS to Key Payroll for December payroll. Motion passed.

2025-12-E L. Palmer moved and L. Diener seconded that we move \$5,000 from NYCLASS to Key Operating for December bills. Motion passed.

The next item discussed was the proposed adjustments to the 2025 Budget, to align it more accurately to the year's actual expenditures.

2025-12-F S. Burhans Haldeman moved and L. Diener seconded that we approve the following 2025 budget adjustments: line item transfers of \$1,500 from Books-Adults, \$3,000 from Computer Support, \$6,000 from Medical Insurance, \$1,500 Utilities-Telephone, and \$1,000 from Utilities-Gas and Electric, totaling \$13,000, to allocate the budgeted funds as follows: to \$450 Travel, \$4,300 Depreciation, \$250 Professional Fees, \$2,000 Programming-Adults, \$1,000 Programming-Children, \$1,000 RCLS contract, and \$4,000 Gross Payroll, totaling \$13,000 as needed to cover the actual expenditures for 2025. Motion passed.

2025-12-G L. Palmer moved and M. Witkin seconded that we approve the purchase of 2 Polywood picnic tables (same make and color as prior purchase), using a portion of recently donated funds. Cost is \$3,558 including shipping. Motion passed.

2025-12-H C. Morelli moved and L. Burke seconded that we approve the Dec. 19 staff development/holiday party with the library closing at 3 PM that Friday afternoon, rather than at 6 PM. Motion passed.

2025-12-I L. Diener moved and M. Witkin seconded that we approve the following slate of officers for 2026:

President: Todd Craner

Vice President: Mary Lou Van Aken

Recording Secretary: Susie Burhans Haldeman

Corresponding Secretary: Lisa Palmer

Financial Officer: Merrie Witkin

Motion passed.

Summary of Motions:

2025-12-A L. Palmer moved and L. Burke seconded that we accept November 2025 minutes. Motion passed.

2025-12-B T. Craner moved and L. Diener seconded that we approve the November 2025 warrant report. Motion passed.

2025-12-C M. Witkin moved and L. Diener seconded that we pay Shelter Point \$362.25 for disability insurance. Motion passed.

2025-12-D L. Burke moved and C. Morelli seconded that we move \$30,000 from NYCLASS to Key Payroll for December payroll. Motion passed.

2025-12-E L. Palmer moved and L. Diener seconded that we move \$5,000 from NYCLASS to Key Operating for December bills. Motion passed.

2025-12-F S. Burhans Haldeman moved and L. Diener seconded that we approve the following 2025 budget adjustments: line item transfers of \$1,500 from Books-Adults, \$3,000 from Computer Support, \$6,000 from Medical Insurance, \$1,500 Utilities-Telephone, and \$1,000 from Utilities-Gas and Electric, totaling \$13,000, to allocate the budgeted funds as follows: to \$450 Travel, \$4,300 Depreciation, \$250 Professional Fees, \$2,000 Programming-Adults, \$1,000 Programming-Children, \$1,000 RCLS contract, and \$4,000 Gross Payroll, totaling \$13,000 as needed to cover the actual expenditures for 2025. Motion passed.

2025-12-G L. Palmer moved and M. Witkin seconded that we approve the purchase of 2 Polywood picnic tables (same make and color as prior purchase), using a portion of recently donated funds. Cost is \$3,558 including shipping. Motion passed.

2025-12-H C. Morelli moved and L. Burke seconded that we approve the Dec. 19 staff development/holiday party with the library closing at 3 PM that Friday afternoon, rather than at 6 PM. Motion passed.

2025-12-I L. Diener moved and M. Witkin seconded that we approve the following slate of officers for 2026:

President: Todd Craner

Vice President: Mary Lou Van Aken

Recording Secretary: Susie Burhans Haldeman

Corresponding Secretary: Lisa Palmer

Financial Officer: Merrie Witkin

Motion passed.

Meeting adjourned at 7:48

Next meeting Monday January 5, at 6:45 P.M.

Susie Burhans Haldeman, recording secretary