

Services Committee Minutes

2/3/2025 • 5:30 PM

Attendance: C. Pensabene (President), K. Sheehan (Vice President) - Chair,
Camie Engel (Secretary), Jill Dugas-Hughes (Director)

Excused: Mari Harris

Staff Manual Changes- Benefits

The Administrative Committee reviewed New York Paid Family Leave (PFL) on January 27, 2025, and recommends full board approval at the February board meeting. Details on PFL were provided to the committee.

Key Discussions & Recommendations:

- Health Insurance buy-out- Not recommended at this time.
- COVID Leave Policy- End leave in alignment with state requirements on July 31, 2025.
- Paid Sick Leave for Part-Time Employees – Discussed
 - Introduce benefit: 8 hours initially, then accrue 1 hour per 30 hours worked.
 - Annual cap: 40 hours.
- Leave for New Parents
 - To be discussed by the services and admin committees: **Action Item:** will be discussed at the March meeting
- Additional Topics for Services Committee: **Action Item:** We started a conversation regarding both of these items; we will continue these topics at our next meeting.
 - Paid Time Off (PTO)- consensus to refer to Admin to discuss financial impact.
 - Dress Code
- **Next Meeting Action Items:** Jill will post draft revised Library Card and Meeting Room Policies to Teams for committee review prior to next meeting.