

Services Committee Minutes

June 1, 2026 • 5:30 PM

Attendance: Jordan White (Chair), Charlie Pensabene (President), Sarah Boggess (Trustee), Jill Dugas-Hughes (Director), Jenna Schmonsky (Administrative Assistant)

Excused: Doug Morrissey (Trustee)

ACTION ITEMS:

1. Budget Committee Meetings Schedule
2. Liaisons for Board Meetings
3. Community Access and Shared Spaces Policy (new policy)
4. Confidentiality of Library Records and Privacy Policy (draft amendments)
5. Renewals and Reserves Policy (draft amendments)

1. Budget Committee Meetings Schedule:

- Anyone on the Board is eligible to join the budget committee. The budget committee will be established at the next Board meeting. S. Boggess and J. White have expressed interest.

2. Liaisons for Board Meetings:

- The committee discussed the role of liaison representatives at board meetings following a request from the Upper Hudson liaison to attend less frequently or not at all.
- The committee noted that the liaison of attendance has been limited, prompting discussion about whether maintaining liaison positions continues to be necessary.
- The committee discussed the possibility of having liaisons attend meetings quarterly and moving liaison reports to the beginning of the board agenda.
- C. Pensabene will follow up with liaisons.

3. Community Access & Shared Spaces Policy:

- The committee continued its review of the policy; further review is needed.

4. Confidentiality of Library Records and Privacy Policy:

- The committee completed its final review of the policy.

Motion: The Services Committee recommends that the full Board approve the Confidentiality of Library Records and Privacy Policy.

5. Renewals and Reserves Policy:

- The committee completed its final review of the policy.

Motion: The Services Committee recommends that the full Board approve the Renewals and Reserves Policy.

Future Discussions:

1. Liaisons for Board Meetings
2. Community Access & Shared Spaces Policy
3. Space Planning
4. Land Purchase/Use Policy
5. Exhibit Policy (review)
6. Library Access Policy (review)
7. Gifts and Donations Policy (review)
8. Tutoring Policy (review)
9. Library Card Policy (review)
10. Loan Periods/Fines/Fees