

**HOWLAND PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
February 9, 2021**

**Pledge of Allegiance:** None (virtual meeting)

**Call to Order:** Jan Dolan called the meeting to order at 7:00 PM.

**Roll Call of Members:**

Jessica Conway, Jan Dolan, Diane Landau-Flayter, Kathleen Furfey, Darlene Resling, Thomas Rigney, Karen Twohig, Sean Twohig, and Director Kristen Salierno *ex officio* and Recording Secretary Julie Beyer.

**Votes:** All votes were unanimous, unless otherwise noted.

**Public Participation:** None.

**Guest Speakers:** None.

**Reading of the Minutes of the Previous Meeting:**

A **Motion** to approve the minutes of the January 12, 2021 BOT meeting was made by D. Landau-Flayter and seconded by K. Furfey with an amendment to change the audit dates from 2018-2019 to 2019-2020. Motion carried.

**Financial Report:** See attached report.

D. Resling made a **motion** to accept the Budget vs Actual Financial report for January, 2021 as presented. Seconded by T. Rigney. Motion carried. On a **motion** by T. Rigney and seconded by K. Twohig, the Balance Sheet for January, 2021 was accepted as presented. J. Conway made a motion to approve the bill payments for check number 3356 through 3385. Seconded by S. Twohig and carried. There were no budget transfers at this time.

**President's Report:** See attached report.

**Director's Report:** See attached report.

Director Salierno will keep the Board up to date as to the status of the library reopening and flood repairs.

T. Rigney stated that despite the chaos of the year, the Director and staff have still made forward progress with the technology updates and the Library of Things.

**Unfinished/Committee Reports:**

**Board Development/Policy Committee:**

K. Furfey stated the January 20<sup>th</sup> meeting was cancelled. The next meeting is 2/17 at 10:30 AM and they will continue to review the policies. February 26<sup>th</sup> is NYLA Advocacy Day. There are links to participate. February 22 – 26 is Library Advocacy Week.

### **Building Committee:**

T. Rigney stated the flood started in the bathroom and went into the library. The water shut off valve failed and water from the self-flushing toilets continued to run and flooded the main area of the library. Royalty Carpet was called in and removed approximately 100 gallons after Bruce Pedersen had already removed about the same. There is the possibility of an issue with the plaster walls and the library has previously had mold issues. The library will remain closed until there is confirmation that there will be no issue to the public and staff. If they need to convene another meeting, the committee will be contacted. He thanked Director Salierno and B. Pedersen for all their assistance with this emergency.

### **Finance Committee:**

D. Landau-Flayter stated the committee met on February 4th and reviewed the sections of the self-evaluation that applied to that area. They also discussed the proposed budget that will be presented tonight for approval.

### **Personnel/Nominating Committee:**

D. Resling stated they met to discuss the upcoming election. The number of signatures required on petitions is 64. There was a long discussion regarding asking people to go out in a pandemic to get signatures on a petition to run for trustee. Director Salierno stated there is a Senate bill regarding petitions being discussed and hopefully it will pass through quickly so the candidates can get an answer quickly. D. Resling shared a trustee election advertisement that was proposed. J. Conway asked if some of the 2020 goals could be added. The consensus was to try to keep it consolidated as the price is per word and if it's too long people may not read it.

### **Planning Committee:**

K. Twohig stated the committee met on January 29. They would like to have some "talking points" for use when discussing future planning with the public. They will work on that at the next meeting.

### **Friends Liaison**

J. Dolan spoke with M. Frahman. The bookstore made approximately \$500.00 last month, which was surprising because they haven't been open a lot. They are going to do a "pay as you want day" for a Valentine's special. S. Twohig stated he looked at their website again and it has been updated.

### **New Business:**

T. Rigney **offered** the following resolution, which was seconded by D. Landau-Flayter: Whereas, the adoption of this 2021-2022 budget for the Howland Public Library requires a tax levy increase that exceeds the tax cap imposed by State Law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of

qualified board members; now therefore be it Resolved, that the Board of Trustees of the Howland Public Library voted and approved to exceed the tax levy limit for 2021-2022 by at least the sixty percent of the board of trustees as required by State Law on February 9, 2021.

K. Twohig asked what the tax cap was, and the Director stated the growth factor is only 1.0117. J. Dolan polled the Board: Jessica Conway - aye, Jan Dolan - aye, Diane Landau-Flayter - aye, Kathleen Furfey - aye, Darlene Resling - aye, Thomas Rigney - aye, Karen Twohig - aye, Sean Twohig – aye. Motion carried.

Director Salierno reviewed the proposed budget with the line. Based on the poll of the Board, which was 3 voted for 5% increase, 1 voted for 4% increase, 2 voted for 3% increase, and 2 voted for 2% increase, she went with a 4% increase. The total budget amount is \$1,286,969.00. K. Twohig voiced concerns about exceeding the tax cap by that amount in this environment. T. Rigney asked what the actual dollar increase per average household was. Director Salierno stated it is difficult to calculate those figures and the board member who supplied that information is no longer on the board. The Director and Office Manager were unable to determine how those numbers were calculated, so they are not comfortable providing numbers for that. Director Salierno stated she will work on getting a figure for the average cost per household and reminded the board they still will have to do a public presentation prior to the vote. T. Rigney stated it is a risk, but seems to be in the best interest to meet the ongoing goals of the library. J. Conway stated the new proposed employee will help meet many of the long range goals. T. Rigney stated for the record that he liked the idea of providing some sort of dental coverage for the employees. K. Furfey made a motion to adopt the 2021-2022 budget for a total of \$1,286,969.00 with a tax levy of \$1,221,376.00.

Seconded by T. Rigney. J. Dolan polled the board: Jessica Conway - aye, Jan Dolan - aye, Diane Landau-Flayter - aye, Kathleen Furfey - aye, Darlene Resling - aye, Thomas Rigney - aye, Karen Twohig - aye, Sean Twohig – aye. Motion carried.

Director Salierno stated that the attorney's advice was to proceed with the budget and trustee vote just as normal, so tonight's meeting is when the proposed budget and date have to be approved to move forward and hit the legal dates for public notifications. D. Resling asked when the school budget vote was and T. Rigney stated it was May 18<sup>th</sup>. J. Conway asked why the library didn't want to combine with the school district. There was a lengthy discussion regarding the pros and cons of combining the votes. It was decided that the library would like to keep it's own identity and hold it's own vote. S. Twohig asked if it had to be on a Thursday. J. Beyer explained that the first year it was changed, people were not happy, so changing it again in this environment might not be viewed positively. There was a lot of discussion regarding the requirement for the 64 signatures. As per Director Salierno it is based on a percentage of the amount of votes received the prior year. There was a lengthy discussion on requiring people to get votes during a pandemic and whether or not the legal requirements would be changed before the date of the election. Several trustees voiced concerns about asking prospective trustees to go out in public and get signatures during this COVID emergency. D.

Landau-Flayter **offered** the resolution that is attached to these minutes stating that the date of the election and budget vote will be 4/29/2021 and the budget is for \$1,286,969.00 and the tax levy will be \$1,221,376.00. Seconded by T. Rigney. K.

Twohig asked that the board be polled. J. Dolan polled the board: Jessica Conway -

aye, Jan Dolan - aye, Diane Landau-Flayter - aye, Kathleen Furfey - aye, Darlene Resling - aye, Thomas Rigney - aye, Karen Twohig - nay, Sean Twohig – aye. Motion carried.

**Good and Welfare:**

T. Rigney stated that a number of the committees have refined the long range plan and he finds that encouraging.

**Adjournment:**

D. Resling made a **motion** to adjourn at 8:53 PM. Seconded by D. Landau-Flayter. Motion carried.

Respectfully submitted,

Julie J. Beyer, Recording Secretary

**MOTION** to accept the minutes

**MOTION** to accept the Warrants and Claims

**MOTION** to accept the Financial Report

**MOTION** to accept the Budget vs Actual Financial report for January, 2021

**MOTION** to accept the Balance Sheet for January, 2021

**MOTION** to exceed the tax cap

**MOTION** to accept the proposed budget vote and date

**MOTION** to adjourn