

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
MAY 11, 2021**

Pledge of Allegiance

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, Director Kristen Salierno *ex officio*, and Recording Secretary Julie Beyer.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation:

Sam Anderson, Trustee Elect stated he has lived in Beacon since 2005. His children use the library. He is originally from Oregon and always wanted to be a writer. He is currently a staff writer for the NY Times Magazine, which keeps him busy, but he wanted to be involved in the community without getting into politics, so the library seemed like a good choice.

Phoebe Zinman, Trustee Elect stated she has lived in Beacon since 2010. She is a single mother whose children enjoy the library. She works for a small non-profit and has a degree in Poetry. She reads a lot of fiction. She is community minded, but also not drawn to politics.

Reading of the Minutes of the Previous Meeting:

K. Salierno asked for a correction to the minutes to properly reflect her statement regarding complaints received on not having weekend hours. Amendment should state: "Director Salierno acknowledged that M. Frahman reported complaints from customers and community members however she has not received any complaint via email, phone, or in person from any member of the general public regarding open hours." A **motion** to approve the minutes of the April 13, 2021 BOT meeting as amended was made by D. Landau-Flayter and seconded by D. Resling. Motion carried.

On a **motion** by J. Conway and seconded by T. Rigney, the vote for the Howland Public Library Board of Trustees was accepted and the following candidates declared elected:

Janice Dolan for a five-year term through June 30, 2026

Phoebe Zinman for a five-year term through June 30, 2026

Samuel Anderson for a two-year term through June 30, 2023

Motion carried.

S. Twohig made a **motion** to accept the vote on Proposition: "Shall the sum of \$1,221,376 be appropriated for the annual support of the Howland Public Library for the

fiscal year 2021-2022, and shall the Beacon City School District be authorized to levy the taxes necessary to raise such amount?" Seconded by D. Landau-Flayter. J. Dolan asked to poll 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. The vote was 228 yes and 24 no.

Financial Report: See attached report.

K. Twohig made a **motion** to accept the Budget vs Actual Financial report for April, 2021 as presented. Seconded by K. Furfey. Motion carried. On a **motion** by D. Resling and seconded by T. Rigney, the Balance Sheet for April, 2021 was accepted as presented. J. Conway made a **motion** to approve the bill payments for check number 3462 through 3497. Seconded by D. Landau-Flayter and carried. D. Landau-Flayter made a motion to approve authorizing the \$1,000 donation from WeePlay be spent equally between the expense budget 6325 – YA Programs and 6320 - Children's Programs. Seconded by K. Furfey and carried. On a motion by T. Rigney and seconded by D. Resling, the budget transfers were approved as attached to the packet. Motion carried.

President's Report: See attached report.

Director's Report: See attached report.

Additional items covered by the Director included information that the new server computer may be compromised. She is waiting to hear back from the IT department to see. The new energy efficient lighting has all be installed. D. Landau-Flayter asked if the weekend hours were going to be restored with the June 1st minimum standards requirement and Director Salierno said yes. One staff member has volunteered to take the Sunday hours. This week the Tuesday and Thursday evening hours have been restarted and this Sunday will begin curbside pickups to help get back in the swing. The Director will be meeting with staff over the next week or two to discuss opening at the next tier level. T. Rigney asked what the current capacity was and K. Twohig stated the sign on the door said 41. Director Salierno stated there are no programs running inside yet, but they are doing programs outside of the library and virtually. This will all be part of the upcoming discussions with staff.

Unfinished/Committee Reports:

Board Development/Policy Committee:

K. Furfey stated NYLA is offering briefinars and webinars. They are about 30 minutes long if anyone is interested. Mid-Hudson Library System is offering Trustee Essential on 5/13 & 5/18, COVID 19 Briefing for Trustees on 5/13, Core Values & Ethics on 5/25 & 5/27, COVID 19 Legal Issues on 5/26, Legal issues on 6/15 and Seven Habits of Highly Effective Boards on 6/23. K. Furfey will be doing a new trustee orientation in June. At the committee meeting on 4/28, they talked about possibly doing a second orientation after 3 months. The committee is continuing to review the policies and they have discussed the need for a second handbook for the procedures. The next meeting is set for May 19th at 10:30 in which they hope to finish the review. They are also hoping that Rebekkah Smith Aldrich will be able to assist them as well.

Building Committee:

T. Rigney stated they did not meet, but he will try to convene a meeting this month. There are some issues to be addressed with both the HVAC and the building mural. He thanked S. Twohig for all his work on the committee.

Finance Committee:

D. Landau-Flayter stated there was nothing additional to add and the committee did not meet.

Personnel/Nominating Committee:

D. Resling stated was nothing to report at this time.

Planning Committee:

K. Twohig stated they haven't met. They do feel they need an updated engineer's report on the building. The Director will be looking into finding someone to do this. Once is it done, they will then need to get information to the public about what the situation is.

Friends Liaison:

J. Dolan received an email from Marcia Frahman, who stated they have around \$16,000 in their account. They have tie dye shirts, jewelry, and greeting cards for sale as well.

Executive Committee:

See report

New Business:

On a **motion** by D. Resling and seconded by K. Furfey the letter to the school district requesting them to collect the library taxes was approved.

Good and Welfare:

J. Conway stated she did the bills this month and brought her children in with her and it felt good to get them back here. S. Twohig stated he will be working on the School District vote.

The next meeting is June 8, 2021.

Adjournment:

J. Conway made a **motion** to adjourn at 7:43 PM. Seconded by D. Resling. Motion carried.

Respectfully submitted,

Julie J. Beyer, Recording Secretary

MOTION to approve the minutes

MOTION to accept the vote for the Trustees

MOTION to accept vote on the Proposition for the budget amount

MOTION to accept the Budget vs. Actual for the month

MOTION to accept the Balance Sheet for the month

MOTION to accept the Warrants and Claims

MOTION to accept the budget adjustment

MOTION to accept the budget transfer

MOTION to adjourn