

**HOWLAND PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
JUNE 14, 2022**

**Call to Order:** T. Rigney called the meeting to order at 7:07 P.M.

**Pledge of Allegiance**

**Roll Call of Members:**

Jessica Conway, Diane Landau-Flayter, Kathleen Furfey, Thomas Rigney, Phoebe Zinman, and Director Kristen Salierno, ex officio were present. Recording Secretary Julie Beyer, Karen Twohig, and Sam Anderson were excused.

**Public Participation:** None

**Guest Speakers:** None

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

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

D. Landau-Flayter motioned to approve the minutes of the May 10, 2022 meeting. P. Zinman seconded. Motion carried.

**Financial Report:** See attached report.

P. Zinman motioned to accept the Budget vs. Actual report. J. Conway seconded. Motion carried. The Balance Sheet was approved after a motion by J. Conway and seconded by P. Zinman. J. Conway moved to approve the bills and P. Zinman seconded that motion. Motion carried.

D. Landau-Flayter moved to approve the Budget transfers for 2021-2022 while P. Zinman seconded. Motion carried. The budget adjustment request for Assemblymember Jacobson's Grant was motioned by D. Landau-Flayter and seconded by K. Furfey. Motion carried. The budget adjustment request for Friends' Donation was moved by K. Furfey and seconded by D. Landau-Flayter. Motion carried.

**President's Report:**

T. Rigney reminded the members that the next board meeting would be the time for reorganization. He asked for feedback regarding committee assignments. He proposed the need for ad hoc committees and encouraged members to look for possible voices from the community.

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

P. Zinman commented positively on the library's participation in the Beacon Pride event. T. Rigney recognized Alison Herrero's retirement, acknowledging that she will be missed.

J. Conway discussed options for addressing the ongoing incidents with youth in the library. There was talk about alternative services, i.e., representatives from different organizations/community groups, becoming involved. T. Rigney suggested de-escalation training.

### **Committee Reports**

#### Board Development and Policy

K. Furfey reminded members of the “Pathway to Sustainable Funding” session scheduled for June 16. Orientation for Jeffrey Yang, our new Trustee, was June 9.

#### Building

See attached report.

Planning: See attached report.

J. Conway presented the results of the long-range planning community survey. All agreed that the feedback will be useful going forward. Director Salierno had already shared it with the staff who are enthusiastically forming sub-committees to work on suggested areas. All are grateful to J. Conway for her superb organization of data.

#### Friends' Liaison

T. Rigney reported on his meeting with Marcia Frahman and Vicky Blucher. Friends will be working on revising/rewriting their by-laws. He also discussed with them the moving of the Friend's safe to the bookstore. They expressed interest in being invited to a Board meeting. T. Rigney encouraged board members to show appreciation by stopping by the “shop” and expressing gratitude. Friends' members will be invited to the August board meeting.

### **New Business:** See attached.

The Claims Audit schedule was presented. D. Landau-Flayter motioned to accept and P. Zinman seconded that. Motion carried. The Board Meeting schedule was also presented. K. Furfey motioned to accept and D. Landau-Flayter seconded. Motion carried. Personnel actions required approval. P. Zinman motioned to accept A. Herrero's retirement and D. Landau-Flayter seconded. Motion carried. D. Landau-Flayter motioned to approve Gabrielle Esposito's appointment as Librarian I- Head of Adult Services. P. Zinman seconded, and motion carried.

### **Good and Welfare**

P. Zinman talked about volunteering for the Forrestal School fifth grade celebration and witnessing the joy and positivity among those involved. T. Rigney announced another “gig.” He will be entertaining at Dogwood on June 28.

## **Adjournment**

D. Landau-Flayter motioned to adjourn the meeting at 8:13. J. Conway seconded that motion. The next meeting is on July 12, 2022.

Respectfully submitted,

Kathleen Furfey, Secretary

## **Motions**

**MOTION** to accept minutes of previous meeting

**MOTION** to accept Budget vs. Actual Financial Report

**MOTION** to accept Balance Sheet

**MOTION** to accept Bill Payments

**MOTION** to accept Budget Transfers

**MOTION** to accept Jacobson Grant budget adjustment

**MOTION** to accept Friends' Donation budget adjustment

**MOTION** to accept Claims Audit Schedule

**MOTION** to accept Board Meeting Schedule

**MOTION** to accept Retirement of A. Herrero

**MOTION** to accept Appointment of G. Esposito to Adult Services position

**MOTION** to accept Meeting Adjournment