

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
AUGUST 9, 2022**

Call to Order: Tom Rigney called the meeting to order at 7:06 PM.

Pledge of Allegiance

Roll Call of Members:

Sam Anderson, Greta Byrum, Jessica Conway, Diane Landau-Flayter, Kathleen Furfey, Thomas Rigney, Jeffrey Yang, Director Kristen Salierno *ex officio* and Recording Secretary Julie Beyer. Brooke Simmons and Phoebe Zinman were excused.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None.

Guest Speakers:

Marcia Frahman, Vicki Blucher, and Maureen Conner from the Friends of Howland were all present. M. Frahman discussed the history of the Friends and how they have evolved. V. Blucher discussed some highlights and challenges. M. Conner discussed the store and the great sense of community. The Board thanked them for coming in and giving an overview of what they do, especially for the new Board members.

Reading of the Minutes of the Previous Meeting:

S. Anderson made a **motion** to approve the July 12th meeting minutes. Seconded by K. Furfey and carried.

Financial Report: See attached report.

S. Anderson made a **motion** to accept the Budget vs Actual Financial report for as of July, 2022 as presented. Seconded by J. Yang. Motion carried. On a **motion** by G. Byrum and seconded by K. Furfey, the Balance Sheet as of August 4, 2022 was accepted as presented. J. Yang made a **motion** to approve the bill payments for check number 4040 through 4073. Seconded by J. Conway and carried.

President's Report:

T. Rigney stated he was appreciative of the Friends coming in and all that they do. The 150th Celebration exceeded his expectations and he appreciated all the hard work put in by everyone to make it happen. He was able to speak about the library of the future and the evolution that has happened so far. D. Landau-Flayter stated he and Director Salierno both did a great job with their speeches.

Director's Report: See attached report.

T. Rigney congratulated K. Charles-Scaringi on her 1 year anniversary.

T. Rigney wished the Battle of the Books team the best of luck. He gave an overview of how it works and how the students participate to the new trustees.

Unfinished/Committee Reports:

Board Development/Policy Committee:

K. Furfey stated the committee did not meet, but they will be soon to review the procurement policy. There will be new webinars available in the early Fall, but until then the Trustee Handbook Club is still online for anyone who wants to view it. There are nine sessions and two “after parties” and they are all very applicable to this library.

Building Committee:

S. Anderson said the committee did meet. They brought J. Yang up to date on the status of the building. They are working on an RFP and the Procurement Policy. T. Rigney had a good suggestion about asking Rick Price if he would consider doing a new mural on a longer lasting surface. Mr. Price will consider it. He stated the original was around \$10,000.00 with a lot of fund raising. S. Anderson is also speaking with a contractor on Thursday about the possibility of repairs. He asked Director Salierno how the a/c has been holding up with the heatwave and she said it is struggling, but doing ok.

Finance Committee:

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

Personnel/Nominating Committee:

There was no report at this time.

Planning Committee:

J. Conway stated the committee did not meet, but she would love to review the old committee minutes to see the sort of work the committee used to do.

Friends Liaison:

T. Rigney provided the report supplied by the Friends. As of 7/31/22 their balance is \$18,097.48. They will be reviewing the bylaws in the near future.

New Business:

On a **motion** by D. Landau-Flayter and seconded by G. Byrum, Kristin Charles-Scaringi will be promoted to Assistant Director with a salary of \$66,000.00 effective 9/12/22.

J. Conway made a **motion** to promote Michelle Rivas to Librarian 1 effective 9/12/22 with a salary of \$46,000.00. Seconded by S. Anderson and carried. Director Salierno stated her concentration will be in community engagement.

T. Rigney stated he is creating an ad-hoc committee to address the issues of EDI at the library. He appointed P. Zinman as the chair and J. Conway and B. Simmons to the committee. They are charged with creating an EDI statement, recommend appropriate EDI training and following up on that training to be completed.

Good and Welfare:

K. Furfey reiterated the great job everyone did on the 150th Anniversary Celebration. T. Rigney stated it was all very well done. D. Landau-Flayter stated she wanted to attend Emily Murnane's session as Eliza Howland, but heard it is online.

S. Anderson stated he will not be at the next meeting, as he will be moving his daughter to her college in CA then.

The next meeting is September 13, 2022.

Adjournment:

D. Landau-Flayter made a **motion** to adjourn at 8:36 PM. Seconded by J. Yang. Motion carried.

Respectfully submitted,

Julie J. Beyer, Recording Secretary

MOTION to accept the minutes

MOTION to accept the bill payments

MOTION to accept the Balance Sheet

MOTION to accept the Budget vs Actual Financial

MOTION to promote Kristen Charles-Scaringi to Assistant Director

MOTION to promote Michelle Rivas to Librarian 1

MOTION to adjourn