

**HOWLAND PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
JANUARY 10, 2023**

**Call to Order:** Tom Rigney called the meeting to order at 7:00 PM.

**Pledge of Allegiance**

**Roll Call of Members:**

Sam Anderson, Jessica Conway, Diane Landau-Flayter, Kathleen Furfey, Thomas Rigney, Brooke Simmons, Jeffrey Yang, Phoebe Zinman, Director Kristen Salierno *ex officio* and Recording Secretary Julie Beyer. Greta Byrum arrived at 7:10.

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

**Public Participation:** None.

**Guest Speakers:** Brent Napoleon, CPA from Nugent & Haeussler, PC was present to review the annual financial audit. He gave a basic explanation for the changes in the Governmental Accounting Standards in regard to leased equipment. There were no real significant changes and no findings in the management letter. The library is in good financial standing and they have come a long way in their practices since he has started doing the audit. He stated Kristen and Lauren did a great job. T. Rigney thanked him for all he does and then thanked Kristen and Lauren too. Director Salierno explained that the Board will not yet see the change in the Balance Sheet for the new accounting for the leases yet, as they want to make sure they have the new accounts and entries done properly the first time.

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

A **motion** to approve the minutes of the December 13, 2022 BOT meeting was made by D. Landau-Flayter and seconded by S. Anderson. Motion carried.

**Financial Report:** See attached report.

J. Conway made a **motion** to accept the Budget vs Actual Financial report for December, 2022 as presented. Seconded by P. Zinman. Motion carried. On a **motion** by K. Furfey and seconded by J. Yang, the Balance Sheet for December 2022 was accepted as presented. K. Furfey made a **motion** to approve the bill payments for check numbers 4237 through 4266. Seconded by S. Anderson and carried. There was a budget adjustment for \$2,115.00 for the Friends donation that was approved on a **motion** from S. Anderson and seconded by G. Byrum. There was a budget transfer, as attached to these minutes. On a **motion** by D. Landau-Flayter and seconded by B. Simmons, the "2022-2023 January 2023 Meeting Budget Transfer" was approved to reflect the adjustments.

**President's Report:** Per T. Rigney there is no report, but a few remarks. He has been reflecting on the importance of this institution. He is a firm believer that everyone needs access to correct information in this day and age.

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

P. Zinman stated she felt the last newsletter was the best one ever. T. Rigney asked how the response has been to going fines free. Director Salierno stated it has been positive so far. The library received kudos from Rebekkah Smith Aldrich from Mid-Hudson for their social media release. Each week there will be a quote from someone notable in Beacon regarding going fines free.

S. Anderson asked if there were any other dreams that Director Salierno has. She stated accessibility is her biggest wish for the library, and hopefully a new building will take care of that. She would love to have a maker space. There was discussion from B. Simmons regarding having a timeline and Director Salierno stated the Building Committee is working on it.

**Unfinished/Committee Reports:**

**Board Development/Policy Committee:**

K. Furfey stated there was no meeting of the committee this month. They are waiting to be able to review the Procurement Policy and then will look at any revisions for the EDI and staff work.

**Building Committee:**

S. Anderson stated they did meet. They are waiting for some additional tweaks to the Procurement Policy from the attorney, but they are moving ahead slowly. He did speak to Marcia Frahman regarding the mural and asking if Friends would be willing to finance any of the work moving forward. They are looking to do a better plan to include weather-proofing and the ability to move it from building to building. Rick Price will be working up a cost. P. Zinman asked since they are looking at a whole new mural, can they open it up to different artists as well. S. Anderson stated it is something that could be opened up. J. Yang stated they spoke about the possibility of dismantling the current mural and selling off pieces as part of a fundraiser.

**Finance Committee:**

D. Landau-Flayter stated there was nothing additional to add and the committee did not meet, but will need to do so soon.

**Personnel/Nominating Committee:**

P. Zinman stated the meeting was reschedule to January 19<sup>th</sup>. They will be working on the publicity for the call for petitions as well as reviewing the Director's evaluation.

**Planning Committee:**

J. Conway stated the committee will meet on January 24<sup>th</sup>.

**Friends Liaison**

T. Rigney stated he had not had the opportunity to meet with the Friends last month. They did submit their financials for November, 2022 and December 2022. The December total does not reflect their quarterly donation yet.

#### **Ad Hoc – EDI**

P. Zinman stated the meeting was rescheduled January 19<sup>th</sup> at 4:30 pm. The Board has already discussed any information in the meeting packet about the last meeting.

#### **New Business:**

B. Simmons asked how many positions were up for election next year. Director Salierno stated two. On a motion by P. Zinman and seconded by D. Landau-Flayer the date for the annual budget and election was set for April 27, 2023.

#### **Good and Welfare:**

K. Furfey stated her youngest daughter is moving from Oregon to New Hampshire and they will get to ride together cross country to bring her home.

P. Zinman stated her friend in Huntsville TX worked at a library. They did a Pride Month celebration that was met with disagreement from the city, who then sold the library to a private organization, who fired all the staff. Stories like this make her so grateful that she lives here.

Greta Byrum stated the mayor of NYC cut library budgeting and funding for the next several years.

J. Yang stated he will be in Ecuador next month, so he will miss the meeting.

T. Rigney stated he is going a solo gig at Dogwood.

B. Simmons stated she is going to the DR for her first solo trip in 2023. She is also happy to announce her daughter made the travel basketball team.

The next meeting is February 14, 2023.

#### **Adjournment:**

D. Landau-Flayer made a **motion** to adjourn at 8:18 PM. Seconded by J. Conway. 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 November, 2021

**MOTION** to approve the budget transfers

**MOTION** to approve the budget amendments

**MOTION** to approve April 27 as the date for the board election and budget vote.

**MOTION** to adjourn