

**HOWLAND PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
MARCH 21, 2023**

**Call to Order:** Tom Rigney called the meeting to order at 7:04 PM.

**Pledge of Allegiance**

**Roll Call of Members:**

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

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

**Public Participation:** None.

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

A motion to approve the minutes of the February 14, 2023 meeting was made by D. Landau-Flayter and seconded by J. Conway. Motion carried.

**Financial Report:** See attached report.

S. Anderson made a motion to accept the Budget vs Actual Financial report for February, 2023 as presented. Seconded by J. Yang, the motion carried. On a motion by J. Conway and seconded by J. Yang, the Balance Sheet for February, 2023 was accepted as presented. D. Landau-Flayter made a motion to approve the bill payments for checks numbered 4318 through 4353. This was seconded by S. Anderson and carried. There was a budget transfer, as attached to these minutes. On a motion by J. Yang and seconded by S. Anderson, the transfer was accepted.

**President's Report:** As his parting remarks, T. Rigney shared an experience from his youth and emphasized his message to current board members: Show up, make your weight, and support your team. He expressed his thanks to the board and director and shared his hopes for the future.

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

Director Salierno reminded the board of the upcoming Trustee Reception on April 26, 2023 and inquired about attendance.

**Unfinished/Committee Reports:**

**Board Development/Policy Committee:** see attached

K. Furfey reminded trustees of upcoming educational opportunities and to sign onto NYLA Online Advocacy Center for updates on the state budget status. The board self-

evaluation will take place at the next board meeting starting at 6:30 PM. The enclosed form will be used as a point of discussion.

**Building Committee:**

S. Anderson stated there was nothing to report at this time.

**Finance Committee:**

D. Landau-Flayter stated there was nothing to report at this time.

**Personnel/Nominating Committee:** see attached minutes

Nominations for board positions will take place at the April meeting.

**Planning Committee:**

J. Conway stated that the committee is working on a strategic plan and a revision of the long-range plan. Theme 1 of the strategic plan will be sent to the board members for perusal and feedback.

**Friends Liaison : see attached**

T. Rigney stated there was nothing to report at this time.

**Ad Hoc – EDI: See attached minutes**

P. Zinman, chair was not present.

**New Business:**

The board was asked to approve staff personnel actions. On a motion from D. Landau-Flayter and seconded by J. Yang, the appointment of Joseph Bagala was approved. On a motion from S. Anderson and seconded by D. Landau-Flayter the resignation of Richard Jewell was accepted. On a motion from J. Conway and seconded by S. Anderson, the resignation of Evelyn Quinlan was accepted. On a motion from K. Furfey and seconded by D. Landau-Flayter the Annual Report for Public and Associated Libraries was accepted. A letter of resignation was submitted by T. Rigney. This was accepted after a motion from D. Landau-Flayter and seconded by J. Yang.

**Good and Welfare:**

None.

**Adjournment:**

S. Anderson made a motion to adjourn at 7:55 PM. Seconded by D. Landau-Flayter, the motion carried. The next board meeting will be April 11, 2023 at 6:30 PM.

Respectfully submitted,

Kathleen Furfey, Secretary  
Board of Trustees

MOTION to accept the February 14, 2023 minutes

MOTION to accept the Budget vs Actual Financial Report for February, 2023  
MOTION to accept Balance Sheet for the month  
MOTION to accept Warrants and Claims  
MOTION to accept budget transfers  
MOTION to approve appointment of Joseph Bagala  
MOTION to accept Richard Jewel resignation  
MOTION to accept Evelyn Quinlan resignation  
MOTION to approve Annual Report for Public and Associated Libraries  
MOTION to accept Thomas Rigney Board of Trustees resignation  
MOTION to adjourn