

**HOWLAND PUBLIC LIBRARY  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
APRIL 11, 2023**

**Call to Order:** D. Landau-Flayter called the meeting to order at 7:03 PM.

**Pledge of Allegiance**

**Roll Call of Members:**

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

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

**Public Hearing on 2023-2024 Budget:**

J. Conway made a **motion** to open the Public Hearing on the budget at 7:04 PM. Seconded by K. Furfey and carried. There was no one present from the public for this hearing.

At 7:20 PM, J. Conway made a **motion** to close the Public Hearing and K. Furfey seconded. Motion carried.

**Public Participation:** None.

**Guest Speakers:** None.

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

The minutes from the March 21, 2023 meeting will be held over until the May meeting due to the fact that there was not a quorum of Board members that were present at the last meeting to vote on the minutes.

**Financial Report:** See attached report.

There was discussion regarding the differences with Hoopla vs. Libby and e-books vs. In-house Databases costs and fees based on the report presented by D. Landau-Flayter. G. Byrum made a **motion** to accept the Budget vs Actual Financial report for March, 2023 as presented. Seconded by P. Zinman. Motion carried. On a **motion** by K. Furfey and seconded by B. Simmons, the Balance Sheet for March 2023 was accepted as presented. P. Zinman made a **motion** to approve the bill payments for check numbers 4354 through 4392. Seconded by J. Conway and carried. There were no budget transfers, just a report of the March 2023 budget transfer as attached to these minutes. There was also a report on the budget adjustment request from April 2023, as attached to these minutes.

**President's Report:** There was no report.

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

J. Conway stated it is great that Director Salierno is finding classes that are so helpful.

**Unfinished/Committee Reports:**

**Board Development/Policy Committee:** See attached report.

K. Furfey stated April 13<sup>th</sup> is Trustee Essentials from 5:30-6:30 or in person on April 27<sup>th</sup> from 10-11 at the MHLS Auditorium. There is a seminar on applying to the State for funds for building projects on April 19<sup>th</sup> at 2:00. D. Landau-Flayter said there is a Trustee Handbook webinar on April 18<sup>th</sup> from 5:30-6:30. K. Furfey thanked everyone for their help and participation on the evaluation.

**Building Committee:** No report.

**Finance Committee:** See attached report.

D. Landau-Flayter stated the committee has not met.

**Personnel/Nominating Committee:**

P. Zinman stated there is no report. J. Conway said there was a possible misunderstanding by someone who turned in a petition and had it in-validated. J. Beyer and P. Zinman will work together on the petition and flyer next year to make sure they have matching wording. P. Zinman thinks there should be some sort of follow up for anyone who doesn't get elected to get them involved in some way until they can run again.

**Planning Committee:** No report.

J. Conway stated she will set up a meeting soon.

**Friends Liaison :** No report.

D. Landau-Flayter will send them an email to introduce herself as she will be the liaison moving forward.

**Ad Hoc – EDI:** See attached report.

P. Zinman stated the meeting went well. The next meeting is April 20<sup>th</sup> at 1:30 and they will be discussing Open Meeting Law and options for videoconferencing.

**New Business:**

On a **motion** by P. Zinman and seconded by K. Furfey, D. Landau-Flayter was elected as interim President.

On a **motion** by P. Zinman and seconded by G. Byrum, K. Furfey was elected as interim Vice-President.

On a **motion** by P. Zinman and seconded by K. Furfey, J. Conway as elected as interim Board Secretary.

On a **motion** by K. Furfey and seconded by B. Simmons the following people were elected as election workers: Anne Carbone, Maureen Darcy, Janeen Foy, Alice Matthews, and Emilia Sweeney.

G. Byrum made a **motion** to accept the Annual Report to the Community. Seconded by P. Zinman and carried. D. Landau-Flayter stated it is a work of art. B. Simmons asked if there was a way to get it out to more people. K. Salierno stated she can email it to the community partners and put parts of it in the newsletter. Her hope is to be able to mail it to every household in the district next year.

After some discussion about the descriptive terms listed on the proposed Board DEI Statement, P. Zinman made a motion to accept the statement as amended, to include commas where discussed, all the descriptive terms listed the same way in each location and for the term "justice" to be added to that list. Seconded by J. Conway and carried.

### **Good and Welfare:**

G. Byrum stated she participated in a project to discuss digital equity. She will let the Board know when the next one is. She also thanked Kristen and Peter for their help getting information for the High School class she is working with on Germany.

P. Zinman is planning a community print making event for the Community Bonfire in October.

D. Landau-Flayter entered an essay about family issues into a contest and won.

The next meeting is May 9, 2023.

### **Adjournment:**

J. Conway made a **motion** to adjourn at 8:05 PM. Seconded by P. Zinman. 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

**MOTION** to elect D. Landau-Flayter as interim President.

**MOTION** to elect K. Furfey as interim Vice-President

**MOTION** to elect J. Conway as interim Board Secretary

**MOTION** to elect election workers

**MOTION** to accept the annual report to the community

**MOTION** to adjourn