

HOWLAND PUBLIC LIBRARY
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
September 12, 2023

Call to Order: D. Landau-Flayter called the meeting to order at 7:02 PM.

Pledge of Allegiance

Roll Call of Members:

Jessica Conway, Diane Landau-Flayter, Kathleen Furfey, Elizabeth Murphy, Emily Pullen, Brooke Simmons, Joseph Vergolina, Jeffrey Yang, Phoebe Zinman, Acting Director Kristin Charles Scaringi *ex officio* and Recording Secretary Julie Beyer.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None

Guest Speakers: None

Reading of the Minutes of the Previous Meeting:

P. Zinman made a **motion** to accept the August 8, 2023 meeting minutes. Seconded by J. Yang and carried.

Treasurer's Report: See attached report.

K. Furfey made a **motion** to accept the Budget vs Actual for August 2023 as presented. Seconded by E. Pullen. Motion carried. On a **motion** by P. Zinman and seconded by E. Murphy the Balance Sheet Financial Report was accepted. The **motion** to accept the warrants and claims for vouchers with check numbers 4560-4596 for the month was made by J. Vergolina and seconded by J. Conway. E. Pullen asked if anyone could do the bill approval for her next month. E. Murphy volunteered. The request to do budget transfer/amendment was approved on a **motion** by J. Conway and seconded by J. Yang. There was a budget transfer report from the Director, which was approved on a **motion** by E. Pullen and seconded by K. Furfey.

President's Report: See attached report.

Director's Report: See attached report.

Old Business/Committee Reports:

Board Development/Policy Committee:

B. Simmons said there was no report at this time.

Building Committee:

K. Furfey had no report at this time.

Finance Committee:

J. Yang stated there was no report at this time.

Personnel/Nominating Committee: See attached report.

P. Zinman said they met twice and the minutes of both meetings are attached. They did do the exit interview for the Director. P. Zinman gave an update on the Director search. The civil service list is not viable so the search can be conducted off list. P. Zinman stated the first round of interview questions have been written and they have received information regarding talent

recruiters. They hope to schedule the first round of interviews on the 21st and 22nd. They will keep the Board informed of the timeline and any changes as they move forward.

Planning Committee:

J. Conway stated the committee didn't meet.

Friends Liaison Report:

B. Simmons said there was no report at this time.

Ad-Hoc EDI Committee:

P. Zinman stated there was nothing to report.

New Business:

J. Vergolina made a **motion** to accept the resignation from Ezra Hubbard, as he has left for college. Seconded by J. Conway and carried.

On a **motion** by P. Zinman and seconded by J. Yang, Symone Sessoms resignation was accepted. Motion carried.

P. Zinman presented additional information regarding the Family Medical proposal. She stated the committee's recommendation is to increase the family plan to 60% coverage. Discussion occurred regarding long term funding and future medical options. B. Simmons made a **motion** to accept the plan to cover the Family Medical Insurance at 60%. Seconded by E. Pullen and carried.

P. Zinman stated that K. Salierno and K. Charles-Scaringi are willing to extend their contract agreement until October 10th. At that time K. Salierno will re-negotiate a new contract. It is the Personnel Committee's recommendation to keep the contracts as they are until the October 10th meeting and then they will review the new proposal. This **motion** was made by E. Pullen and seconded by J. Vergolina. Motion carried.

Good and Welfare:

K. Furfey said she went to B. Andujar's retirement party and it was very nice. She thanked K. Charles-Scaringi and Lauren Coupe for their work on it. She said her daughter just came down from the summit of Mt. Kilimanjaro.

K. Charles-Scaringi stated the Battle of the Books team came in 3rd place in Regionals. They used to be called the Beacon Bees, but are now the Spine Breakers.

E. Pullen stated she is going to Minnesota to the ARC Retreat Center where there is a ribbon cutting for the Pullen Wellness Center, in memory of her parents and the contributions they made to the center.

B. Simmons stated her daughter started middle school and their team won the basketball championship. B. Simmons also just got back from London.

E. Murphy stated she and her partner are having a commitment ceremony on Thursday at Dogwood before it closes.

Agenda for October 10th Board Meeting to start at 7:00 PM:

Adjournment:

P. Zinman made a motion to adjourn at 7:55 PM. Seconded by J. Yang and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

MOTION to accept the minutes

MOTION to accept the Budget vs. Actual

MOTION to accept the Balance Sheet

MOTION to accept the claims warrants

MOTION to approve the budget transfer/amendment

MOTION to accept the budget transfer report

MOTION to accept the resignation from Ezra Hubbard

MOTION to accept Symone Sessoms' resignation

MOTION to cover the Family Medical Insurance at 60%

MOTION to extend K. Salierno and K. Charles-Scaringi's contract agreements until October 10th

MOTION to adjourn

Attachments