

Mount Pleasant Public Library: Board of Trustees Meeting Minutes of the Meeting of January 20, 2022 (via Zoom)

Trustees & Liaisons present: Marcie Krauss, Dick Malina, Mary Ann Quinn, James Riina, Julie Edwards, Rebecca Myers Thomas Sialiano (Town Liaison), David Vinjamuri (Village Liaison)

Also present:
John Fearon, Library Director

Trustees & Liaisons absent: Eric Neuman

Administrative: Trustee Krauss called the meeting to order at 7:02 PM.

The minutes of the December 16, 2021, Board meeting were approved. Moved by Trustee Myers, seconded by Trustee Malina, and passed.

Opportunity to Hear from the Public: Two members of the Library staff attended the meeting.

NOTE: Six motions were reviewed, moved on, seconded, and voted on as a group (202201-01 through 202201-06). Trustee Quinn moved that the motions be approved as a group, and Trustee Riina seconded the motion. Their names appear on each of these motions, listed below. The motions are listed separately, but they passed in a group vote, after being reviewed and discussed individually by the Trustees and Liaisons present.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the Board of Trustees of the Mount Pleasant Public Library will hold monthly meetings at 7:00 PM on the third Thursday of each month. Meetings will be held in the Board Room of the library.

202201-01 The motion passed.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the Library Board of Trustees retain the services of Mark Tulis, Esq., a partner in the law firm of Oxman, Tulis, Kirkpatrick, Whyatt and Geiger LLP as Library attorney.

202201-02 The motion passed.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the Library Board of Trustees authorizes the payment of claims for utility services (such as electric, gas, water, sewer, telephone), postage, payroll and payroll-related expenses (such as Social Security and withholding taxes) prior to the Library Board's approval of the warrant. All such claims must be presented for approval at the next regular Board meeting.

202201-03 The motion passed.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the Town Comptroller be authorized to transfer funds between the Library and the Town prior to the Library Board's approval.

202201-04 The motion passed.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the Journal News be named the sole newspaper of record for the Mount Pleasant Public Library because it meets all criteria for a "newspaper of record" for the area serviced by the library.

202201-05 The motion passed.

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the following banks are designated as Depositories:

- JPMorgan Chase Bank
- Signature Bank
- Tompkins Mahopac Bank

202201-06 The motion passed.

After discussion, it was moved by Trustee Myers, and seconded by Trustee Malina, that:

It is hereby resolved that the Town Comptroller be authorized to pay:

- Pay all vouchers reviewed and approved by the Director, pending final authorization from the Town Comptroller, for the month of January 2022, for a total of \$116,581.77

202201-07 The motion passed.

Director's Report

Director Fearon reviewed the preliminary year-end financial report, as well as long-term budget projections. Revenues should exceed expenses for 2021, owing primarily to reduced personnel costs. Looking forward, inflation and health insurance costs are unknown exposures. The withdrawal from WLS IT services will result in savings; the Library's NYPA loan will also be fully paid off in 2023.

The Library's gift funds are strong, but, if possible, it would be good to re-designate restricted funds that no longer match our needs and purposes. The Library plans to use the Frey Legacy to pay for the Master Plan, and it anticipates using the Odell Legacy to help fund a capital project resulting from the plan.

Things are fluid, as always, with pandemic planning, and Library traffic has been low. The difficulty is in keeping abreast of changing rules and in adjusting to the local situation.

Director Fearon is seeking an extension of the Library Construction Grant (\$140K), which is set to expire in June. Pending resolution, he recommends transferring the sum already received for the grant from the Capital Reserve to a special temporary fund.

Four (of the five) firms that submitted Master Plan proposals will be making presentations next week to the Board's planning committee, the village and town liaisons, town engineer David Smyth, and assistant town engineer Susan Closi.

Resolution: Acceptance of donation

After discussion, it was moved by Trustee Edwards, and seconded by Trustee Myers, that:

It is hereby resolved that the Library accept the donation offered in memory of the Liu family.

202201-08 The motion passed.

Resolution: IRS Mileage Allowance

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Riina, that:

It is hereby resolved that the IRS Mileage Allowance of 58¢ per mile be adopted for 2022.

202201-09 The motion passed.

Resolution: Year-end Budget Transfers

After discussion, it was moved by Trustee Riina, and seconded by Trustee Edwards, that:

It is hereby resolved that the Town Comptroller be authorized to make:

- All year-end budget transfers necessary to bring the Library’s financial records into compliance with NYS regulations
- Distribute excess revenues in 2021 as follows:
- Bring the Library’s Unrestricted Fund Balance to \$650,000
- All other funds to be added to the Library’s Capital Reserve Fund
- Transfer \$126,531 From the Library’s Capital Reserve Fund to a temporary fund: this amount is equal to the sum received from the New York Library Construction Grant Program.

202201-10 The motion passed.

After discussion, it was moved by Trustee Edwards and seconded by Trustee Myers, that:

It is hereby resolved that the Library allow a retiring employee to purchase an item of surplus equipment at the amount of its amortized value.

202201-11 The motion passed.

Trustee Malina moved for adjournment at 8:06 PM, seconded by Trustee Riina.

Next regular meeting: Thursday, February 17, 2022, at 7:00 PM.

Respectfully submitted, Mary Ann Quinn