

Present: Evon M. Ervin, Gabriel J. Hage, Diana L. Koury, Julia A. Fernandez, Paula J. Flisnik, Raina L. Goldbas, Ruth A. Pugliese, Helen S. Schwartz, Carol W. Steele, Christopher Sagaas, Sara Billman

Excused: Philip A. Bean, Anthony Spiridigloizzi, Linda T. Madore, F.X. Matt III

Evon Ervin called the meeting to order.

Conflict of Interest Review

Gabe Hage will be handling the land sale (pro bono) between The Library and Mike Fitzgerald.

Approval of the 2/15/2024 Board of Trustees Meeting Minutes.

On motion of Carol Steele and seconded by Helen Schwartz the 2/15/2024 Board meeting minutes were unanimously approved.

Old Business

- DRI Project: Chris heard from Central Paving that work on the front sidewalk should begin the first week of April.
- Chris updated the Trustees on the upcoming visit by author, Jaqueline Woodson. The Library is sponsoring her visit to The Library on the evening of June 11th for library patrons and community members. Seats to this event will be raffled off by The Library. Ms. Woodson will also be speaking to all 5th & 6th graders in the Utica City School District. The field trip will take place the morning of June 12th at MVCC. Chris and Sara met with representatives from the school district and MVCC to go over the logistics for that day.
- The Annual Appeal has wrapped up and totals approximately \$45,000 which is about \$1,500 less than last year's appeal.

March 2024 Director's Report

Chris reviewed the Director's report of activities during the months of February and March.

Chris requested approval of the Rodger G. & Phyllis A. Haley Fund distribution through the Community Foundation for new carpeting in Children's Story Time and Craft Room in the basement.

On motion of Paula Flisnik and seconded by Raina Goldbas the use of the Haley Fund for the carpeting was unanimously approved.

March 2024 Financial Report

Diana Koury reviewed the March Budget Report with February 2024 data.

- Total income is at \$1,308,163.
- Expenses are up \$120,000 from this time last year, mostly due to salaries and the telecommunication expense to Mid-York.
- Investments are up \$78,000 month-to-date.

On motion of Gabe Hage and seconded by Julia Fernandez the March Budget Report was unanimously approved.

Diana reviewed the February 2024 disbursements and confirmed that all expenses \$500 and over were approved by two Board Officers prior to payment. Payroll and utilities expenses do not require prior approval.

On motion of Carol Steele and seconded by Gabe Hage the February 2024 disbursements were unanimously approved.

Chris noted the success of the Vanguard account that former board treasurer, Anthony Paolozzi, put into place. The account has more than doubled in the 7 years since it was opened and is not part of The Library's current spending policy, which the Finance Committee plans to discuss in the future.

Chris reviewed details of, and requested the approval of, the sale of the 1118 Park Avenue lot to Fitzgerald, DePietro & Wojnas CPAs, P.C.. The Library would retain overflow parking rights and no longer have liability for the property. The lot will be sold for \$18,000.

On motion of Carol Steel and seconded by Raina Goldbas the sale of 1118 Park for \$18,000 was unanimously approved. Gabe Hage abstained from this vote.

Chris reviewed the 2024-25 Operating Budget with the Trustees. Finance Committee recommended the 2024-25 Operating Budget for full Board approval.

On motion of Paula Flisnik and seconded by Helen Schwartz the 2024-2025 Operating Budget was unanimously approved.

Governance

Bob Dicks and Kathleen Salsbury have both resigned from The Library's Board of Trustees. Both are unable to commit to the remainder of their terms. As of May 2024 there will be three open Trustee seats, as Anthony Spiridigloizzi's third and final term will be complete.

Chris spoke to Bob Dicks, who chaired the Governance Committee and both recommend Gabe Hage as the new Chair of the Governance Committee.

New Business

- The Library is currently interviewing for a part-time circulation clerk position.
- Heidi is attending the PLA Conference in Columbus, OH April 2nd –April 6th.
- Chris presented and discussed architectural drawings for the moat repair and the parking lot reconfiguration. The plans are before New York State Historic Preservation Office, and, pending their decision, the plan is to have the project put out to bid in April.
- The Community Foundation event with their staff and some donors is scheduled for April 10th in the morning. Trustees are invited and encouraged to attend.

The next Regular Board Meeting will be held on Thursday, April 18 @ 4pm.

On motion of Paula Flisnik and seconded by Gabe Hage the Trustees unanimously agreed to adjourn the meeting.

Respectfully submitted,
Sara Billman