

Present: Philip A. Bean, Gabriel J. Hage, Diana L. Koury, Carol W. Steele, Julia A. Fernandez, Raina L. Goldbas, Linda T. Madore, F.X. Matt III, Dominic R. Passalacqua, Helen S. Schwartz, Christopher Sagaas, Sara Billman

Excused: Evon M. Ervin, Paula J. Flisnik, Ruth A. Pugliese

Philip Bean called the meeting to order.

Conflict of Interest Review

There were no conflicts of interest.

Approval of the 5/16/2024 Board of Trustees Meeting and Annual Meeting Minutes.

On motion of Helen Schwartz and seconded by Linda Madore the 5/16/2024 Board Meeting minutes and Annual Meeting minutes were unanimously approved.

Chris welcomed Dominic Passalacqua back to the Board.

Old Business

- The front entrance DRI project is almost complete. Central Paving needs to come back to raise the sidewalk railings to ADA compliant height. In the meantime, the railings are temporarily raised using 2x4 pieces of wood. Chris did discuss the timeline for reimbursement with the Department of State who indicated there should be no delays.

June 2024 Director's Report

Chris reviewed the Director's report of activities during the last month.

- Amanda Stewart has applied for the upcoming cohort of Leadership Mohawk Valley (LMV). Should Amanda be accepted, the cost of her participation is approximately \$3,000 and payments will be spread the next two fiscal years. This has been included in the current fiscal year budget. LMV has also reached out to Chris in regards to The Library hosting an LMV event, similar to years past.
- Chris reviewed the Central Library Services Aid agreement (CLSA) with the Trustees. This annual agreement specifies that Mid York, Utica and Jervis libraries mutually agree how to distribute this aid from New York State within the system. He requested approval of this agreement.

On motion of Julia Fernandez and seconded by Carol Steele the Central Library Services Aid agreement was unanimously approved.

- The Library has hired two new staff members and trustee were provided copies of their resumes. Chris requested approval to officially appoint these new staff members to their positions.
 - Ray Hart – Youth Services Librarian, Full Time
 - Hannah Benson – Library Assistant, Reference Department, Part Time

On motion of Linda Madore and seconded by Diana Koury, Ray Hart was unanimously appointed to the position of Full Time Youth Services Librarian and Hannah Benson was unanimously appointed to the position of Part Time Library Assistant in the Reference Department.

Governance Committee Report

Dominic presented the Governance Committee's motion to approve the appointment of Liz Ellis as Library Trustee. Liz will serve the remainder of Kathleen Salsbury's term and then begin her first of three consecutive three year terms in May 2025.

On motion of the Governance Committee and seconded unanimously by the Board of Trustees, Liz Ellis was appointed as Trustee to The Library.

June 2024 Financial Report

Diana Koury reviewed the June Budget Report with May 2024 data.

- Diana noted the recent \$101,665 endowment distribution that was taken.
- Investments are up \$69,000 this month, but down \$13,000 for the fiscal year. The endowments are at \$2,147,410.

On motion of Helen Schwartz and seconded by Raina Goldbas the June 2024 Budget Report was unanimously approved.

Diana reviewed May 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.

Diana noted the Pike Construction disbursement and Chris explained it was for a repair that required Pike to replace a broken panel resulting from a winter storm. This repair was partially reimbursed by our insurer.

On motion of Carol Steele and seconded by Linda Madore the May 2024 disbursements were unanimously approved.

New Business

- Chris, Linda and Dom will be part of the Search Committee looking to hire the new Executive Director at Mid York Library System, in light of Wanda Bruchis' retirement.
- Chris was approached by Mohawk Valley Center for the Arts (MVCA) Executive Director, Mary Ellen McGillan, and asked to join their Board. Chris believes this will be a mutually beneficial relationship for The Library and MVCA.
- Chris, Wanda Bruchis, and Lisa Matte (Jervis Library Director) will be meeting with County Executive Anthony Picente, Jr. for their annual funding discussion. F.X. suggested compiling data comparing other libraries funding per capita to UPL's and sharing that at the meeting.
- Executive Committee will be meeting over the summer on July 18th and August 15th. All Trustees are invited but not required to attend. The next full Board meeting will be in September.
- Chris reviewed the Finance and Facilities recommendation that the Board approve The Library's plan to repair the rear moat wall and reconfigure the parking lot this year and award the bid to Pike Construction. Some of the funding for this plan will involve taking an additional distribution from The Library's Investment Portfolio, which requires Board approval.

On motion of F.X. Matt and seconded by Carol Steele the Board unanimously approved this project and the expenses associated with it.

- The Jacqueline Woodson Event was a success on every level, and The Library hopes to do an event like this again in the near future.

Executive Session

On motion of F.X. Matt and seconded by Linda Madore the Board unanimously approved adjourning the regular board meeting and going into Executive Session.

Phil called the regular Board meeting back to order.

Adjournment

On motion of Dominic Passalacqua and seconded by Julia Fernandez the regular Board meeting was adjourned.

The next Board meeting will be held on Thursday, September 19th @ 4pm.

Respectfully submitted,
Sara Billman

DRAFT