

Minutes: Board of Trustees, The Field Library, Monthly Meeting

Tuesday, August 20, 2024

Present: President Most
Vice President Bloom
Treasurer Noble
Secretary Fortino
Interim Director Falcone

Trustees Present: Douglas, Foster, Galella, Kelley, Smith, Srinivasan

Guest Present: Debbie Grimshaw

Meeting called to order 7:00PM

Public comment: None

Adoption of Minutes

Previous minutes to meeting: July 18, 2024. One correction: Discussion Item: Accountant Raise in Fee: Delete sentence” We have been charged for this even though it was due to errors that were made originally by the accountant”.

Moved to be accepted by Smith, seconded by Galella.

Abstain: Srinivasan, Fortino (not present on July 18, 2024 meeting)

Director’s Report: Report accepted as offered. Update: Leak in Children’s Room due to A/C. Speaker Carl Heastie’s grant (\$80,000) cannot fund new flooring.

Treasurer’s Report: Investments were up 2.03% for July and 5.52% year to date through July 31. Falcone provided an explanation as to why the insurance costs were running over budget. Falcone to instruct TJ to split the cost over the period of the insurance contract which runs into 2025.

Treasurer Noble confirmed that following a call to TJ, it was determined that the difference between the IRS Form 990 and the audited financial statements (as discussed in July’s meeting) was due to the requirement to file a revised Form 990 for 2020 which included a credit of \$63,355 for Employee Retention Credit. This refiling was required by the IRS for all entities that were eligible for this tax credit. This amount was then shown on the 2023 form 990 as a prior period of adjustment. In addition, a refund from Techsoup for \$4,257 was re-classified by the auditors to income. It had been reflected as a reduction in expenses. These two amounts accounted for the difference between the 2023 Form 990 and the 2023 Audited Financial Statements.

It was requested that going forward the grant line 4390 be reflected below the line in Other Income/Expense.

Statistics: Circulation is up overall.

WLS Report: “ABC’s of Book Banning “session held at the Greenburgh Library in August. It was reported as an informative and interesting discussion. Video of the session will be made available to Board members. The Field Library has a policy about collections. It was suggested that the Board might want to review it and customize the policy.

Friends of the Library: No report

Grants: Director’s Report

Committee Reports

Audit: Nugent & Haeussler Auditor’s Report for the financial statements for the year ended December 31, 2023 were distributed to all Board members.

Executive Committee: No report

Facilities Committee: No report

Fund-raising Committee: Preliminary work has begun to explore new venues for fundraising opportunities in the coming year.

Governance: Reminder that all Board Trustees need to complete their Certificate of Attendance for the required hours by the end of December.

Human Resource: No report

Nominating: President Most, Treasurer Noble and Board member Kelley met with Ms. Debbie Grimshaw for the current Board vacancy. Ms. Grimshaw was invited to meet with the full Board at the August 20, 2024 meeting.

Website: Full Deck’s proposal was brought to the Board for approval. The Board had questions about the part of Full Deck’s proposal that stated that they might recommend changing hosts. The website committee was asked to reach out to Full Deck to get more information about the conditions that would necessitate a host change. At this time, the Board did not move forward with a vote to approve awarding the contract to Full Deck. It was also recommended that staff could review the websites from the different vendors.

Old Business: none

New Business

President Most and Board member Srinivasan met with Tom Sullivan regarding a satellite museum program. Mr. Sullivan will be invited to a future Board meeting for a presentation and full discussion of the program. Detailed information about the satellite museum will be sent to Board members prior to presentation.

Moved to adjourn to Executive Session by Smith, seconded by Srinivasan.
Unanimously approved.

Purpose of Executive Session: Update by Search Committee Report. Interview of candidate for Board vacancy.

Moved to exit Executive Session by Galella seconded by Noble. Unanimously approved.

Moved to make a motion to elect Debbie Grimshaw to become Board member, filling current vacancy, by Srinivasan, seconded by Smith. Unanimously approved.

Moved to adjourn meeting by Kelley seconded by Srinivasan. Unanimously approved.
Meeting adjourned 8:27pm.

Next meeting September 19, 2024

Submitted by Catalina Fortino