

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

Thursday, February 20, 2025

Present: President Douglas
Vice-President Bloom
Treasurer Noble
Secretary Fortino
Director Hysell

Trustees Present: Galella, Grimshaw, Most, Spencer, Srinivasan

Trustee Absent (Excused): Kelley

Guests Present: None

Meeting called to order 7:02PM

Public comment: None

Adoption of Minutes

Move to accept minutes to meeting January 16, 2025, by Grimshaw and seconded by Noble.
Unanimously approved.

Director's Report: Report accepted as offered. Director Hysell gave an update on the status of the elevator under repair; it may need to be replaced, and the City is starting to discuss and look at bids previously received.

Treasurer's Report: Report accepted as offered. It was reported that as of January 31st, we are under-budget on salaries due to conservative budget that has benefited from restructuring and also a couple of resignations in the period. Hospital and Medical are over budget, due to the November and December bill being paid in the period. February and March bill is in-line with budgetary expectations. Investments- still waiting on January 31st reports; these numbers will be reported at the March board meeting.

Treasurer Noble, President Douglas and Director Hysell met with Christopher Sauro, investment advisor at Wells Fargo to discuss the status of the Field Library's investment portfolio and some service issues experienced by the Director. Sauro indicated that services issues would be resolved and he also committed to providing a range of options to improve the return on the investments. These will be reviewed by the Finance Committee and any potential changes will be brought to the full Board of Trustees.

The reimbursement reinvestment approved at the December board meeting will be made next week. The Director encountered delays in getting confirmation from Wells Fargo on the correct steps to take. This has now been resolved.

Statistics: Director and staff are working on annual report. WLS data consultant is working with staff on Dashboard training for greater accuracy on reporting statistics. The Children's Room

door count is being monitored to ensure accuracy. Director Hysell will review January's Door Counter for Adults and Children reported in January's Board packet.

WLS Report: Thirty WLS members attended Albany Advocacy Day event on February 11th, it was reported as a very fruitful meeting with legislatures. Field Library Director and staff participated in ICE Immigration Procedure Training. Field Library will host an event with Neighbor's Link on March 11th to provide immigration consultation services for patrons.

Grants: Director's Report

Committee Reports

Audit: Director Hysell reports that the Financial Comparative Audit process has begun. The Finance Committee will plan to meet on working with the auditors once all the components of this process are in place.

Executive Committee: No report

Facilities Committee: No report.

Finance Committee: Treasurer's Report

Fund-raising Committee: Plans are being finalized to launch "Direct Mail Appeal" on April 1, 2025. The Peekskill Film Festival is going to hold a fundraising event on March 29, 2025.

Governance: No report. Director Hysell reminded the Board that policies need to be updated every five years. The Board will continue to review and update entire slate of policies to meet this requirement.

Human Resource: No report

Nominating: Ms. Nina Levine, candidate for Trustee vacancy, will be coming to the March meeting to be interviewed by the full Board.

Discussion Items:

- a. Trustee Committees
Board reviewed "Trustee Committees" document. Director Hysell will create an updated "Trustee Committees" document with the changes, deletions and additions made by the Board.
- b. ICE/Immigration Policy Procedures
Director Hysell presented a proposed "Policy and Procedure for Immigration Authority visits to the Field Library". Board reviewed document and provided feedback. Director Hysell will redraft policy and bring it back to the Board in the upcoming meeting in March.

Old Business: No items.

New Business:

a. New Sign out Front

Trustee Alan Most presented the following resolution to the Board regarding “New Sign out Front”

The Board of Trustee of the Field Library requests that the City of Peekskill replace the current sign in the Library plaza with a sign that reflects the current usage of the Neighborhood Center. The current sign is out-of-date by many years. The sign would include “Field Library” and its revised logo, and the current services provided by the City in the Neighborhood Center. The Board of Trustee further requests that the sign be illuminated so that it can be seen at night.

On motion moved by Bloom, seconded by Spencer to request that the City of Peekskill replace the current sign in the Library Plaza, passed unanimously.

b. New Library Logo

Director Hysell presented a series of recommended new Field Library logos. Board reviewed and provided feedback. Design process to be continued.

Moved to adjourn to Executive Session 7:55pm. Moved by Srinivasan and seconded by Most. Unanimously Approved.

Moved to exit Executive Session by Most and seconded by Srinivasan. Unanimously approved.

Moved to adjourn meeting by Spencer and seconded by Galella. Unanimously approved.
Meeting adjourned 8:45pm

Next meeting March 20, 2025

Submitted by Catalina Fortino

Pending adoption by Board of Trustees on March 20, 2025