

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

Monday, April 29, 2024

Present: President Most
Treasurer Noble
Secretary Fortino
Interim Director Falcone

Trustees Present: Foster, Galella, Kelley, Srinivasan

Trustees Excused: Alexander, Bloom, Douglas, Smith

Guest Present: None

Meeting called to order 7:00PM

Public comment: None

Adoption of Minutes

Previous minutes to meeting: December 21, 2023. Moved to be accepted by Kelley seconded by Noble. Unanimously adopted.

Previous minutes to meeting: March 21, 2023. Moved to be accepted by Galella seconded by Foster. Abstain Kelley (not present at meeting).

Director's Report: Report accepted as offered. Department Head's reports to be included in all Director's Report. DASNY grant issues working to be resolved. Follow up on the use of the STEM room by community groups.

Treasurer's Report: Investments up 2.71% year to date. A dollar increase of approximately \$19k. We are running roughly in line with the budget. Hospital and medical expenses are in line with expectations and currently on target to be below budget at year end. Decrease in bookstore income is likely driven by a lower inventory from reduced donations. Discussion on how to reach out to community at large to increase inventory.

Statistics: Director's Report. Security vendor will program one of the Library's laptops so that it can count traffic going through the Children's Room gate. No cost to the Library.

WLS Report: WLS meeting is taking place on April 30, 2024. Notes of the meeting to follow. Board members were thanked for phone calls to Albany advocating for increase library funding in the State budget.

Friends of the Library: April 18th Chester Smith event was overall successful. Several Board members in attendance. It is anticipated that the Friends of the Library met their fund-raising goal of \$15,000.00.

Grants: Director's Report

Committee Reports

Audit: No report. It is anticipated that audit will be completed by the end of May.

Executive Committee: No report

Facilities Committee: Fire drill with public needs to be scheduled; follow up with Fire Chief.

Fund-raising Committee: Contract in place from Paramount for Film Festival. Committee is working with Chris Fox to expand marketing strategies of the Film Festival.

Governance: No report. Board members will submit certificate of participation for 2-hour required training to the Chair of the Governance committee.

Human Resource: No report

Nominating: No report

Website: New RFP will be reviewed by committee. Survey has been posted in different locations in the Peekskill community. Requested that survey continue to be disseminated in the different venues in the library.

Discussion Items:

Need to follow up if the Field Library has a Disaster Report/Recovery Plan in place.

Interim Director Falcone recommended that HR reports to the Board need to include details on all new hires, promotions and separations. Board concurs with recommendation.

Old Business: none

New Business

- a. Tax Cap Resolution- Hold for May meeting. No majority present to take vote.
- b. Annual Report: Moved to accept Annual Report by Srinivasan seconded by Noble
Unanimously approved.

Moved to adjourn to Executive Session by Kelley seconded by Srinivasan.

Unanimously approved.

Purpose of Executive Session: Search Committee Report

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

Moved to adjourn meeting by Kelley seconded by Srinivasan. Unanimously approved.

Meeting adjourned 8:27pm.

Next meeting May 16, 2024

Submitted by Catalina Fortino

