



Town of Ulster Public Library Board of Trustees Meeting

Thursday, March 24, 2022 via Zoom

Minutes

(unapproved draft, available upon request within two weeks after meeting)

Trustees Present: Anne Davis, Rita Joyce, Jason Kovacs, Gene Nettles, Allison Organtini, Nicole Vicari

Trustees Absent: Bruce Engholm (excused), Susan Hayes

Staff Present: Mary Collins/Library Director

Call to Order & Voluntary Pledge

President Anne Davis called the meeting to order at 4:01 and led the voluntary pledge.

Public Comment - none

Approval of Minutes

- VOTE: Anne Davis moved, and Allison Organtini seconded, the approval of the February 2022 meeting minutes with a correction in the last line changing the name to "Jason Kovacs" instead of "Allison Ogantini." The motion passed unanimously.

Financial Reports

- VOTE: Nicole Vicari moved, and Rita Joyce seconded, the approval of bill payments as per documents included in the board packet. Anne Davis noted that check #2159 covers the final two payments to the Town of Ulster resulting from the reassessment of mall taxes. Mary Collins noted that we will continue to receive the monthly list of bills paid and will also be getting quarterly summaries. The motion passed 6/6 via a roll call vote.
- VOTE: Rita Joyce moved, and Allison Organtini seconded, the approval of the Profit & Loss Budget vs. Actual Budget report from O'Connor Tax services. Mary Collins explained that the \$530.83 under misc. was for Covid supplies. She also noted that the repayment tot the Town of Ulster was on the last page under **Other Expense: Prop. Tax Refund – PCK \$2,799.32**. The motion passed 6/6 via a roll call vote.
- Treasurer's Report was provided in the board packet.

Director's Report

This was provided in the board packet with Mary Collins adding that we hope to again enjoy visits by a replacement therapy dog.

Committee Updates

- Expansion/Renovation
Anne Davis reported that the NYS Division of Library Development deadline extension for completing building projects expires at the end of June. Our work is only $\frac{3}{4}$ done as we have been waiting for delayed supplies to finish the job. Anne Davis plans to contact the architectural firm and contractor and to also talk with Casey Conlon at MHLS to discuss what can be done so we don't lose any funds.
- Budget / Finance – no report
- Civil Service – no report

- Personnel / Policy – no report
- Covid19 Service Task Force – no report

Old Business

- IRS issue Resolved
Anne Davis related that, in 2018, there were some missteps as we changed financial systems. Some withholdings were not done correctly (with the July 2020 board minutes giving some detail on this). Hence, we owed the IRS. Our corrective payment was just remitted.
- VOTE: As Covid data improves and staff are unpleasantly challenged by some patrons, the mask policy was reviewed. Anne Davis moved, and Allison Organtini seconded, the approval of a revised mask policy that masks are no longer required except for 1:1 consults as requested by staff. It was noted that masks and hand sanitizer will still be available, and computers will continue to be sanitized after each use. The motion passed unanimously.

New Business

- VOTE: Anne Davis moved, and Rita Joyce seconded, a motion to accept the 2021 Annual Report to NYS. The motion passed unanimously.
- VOTE: Anne Davis moved, and Jason Kovacs seconded, a motion to go above the NYS Tax Cap of a 2% increase in the 2023 budget, if we so choose, when we develop the 2023 budget. Anne Davis noted that 2/3 of the board must approve this. Guidance is below and was shared at the meeting. The motion passed 6/6 via a roll call vote.
- Appreciation was expressed for the work of Lauren Hommel, library election clerk, who will be unavailable to continue in this role. We are seeking a possible candidate who must be a Town of Ulster taxpayer.

Next Board Meeting: Thursday, April 28, 2022 at 4:00 pm

Public Comment - none

Adjourn

Rita Joyce moved, and Jason Kovacs seconded, a motion to adjourn. The motion passed unanimously. The meeting was adjourned at 4:36.

**Respectfully submitted,
Rita Joyce**

Whereas, the adoption of the 2023 budget for the Town of Ulster Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in *General Municipal Law Section 3-c* adopted in 2011; and Whereas, *General Municipal Law Section 3-c* expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Town of Ulster Public Library voted and approved to exceed the tax levy limit for 2023 by at least the sixty percent of the board of trustees as required by state law on March 24, 2022.