



Town of Ulster Public Library Board of Trustees Meeting

Thursday, June 23, 2022 via Zoom

Minutes

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

Trustees Present: Anne Davis, Rita Joyce, Jason Kovacs (joined at 4:02), Gene Nettles, Allison Organtini, Susan Hayes, Nicole Vicari

Trustees Absent: Bruce Engholm (excused)

Staff Present: Mary Collins/Library Director

Call to Order & Voluntary Pledge

President Anne Davis called the meeting to order at 4:00 and led the voluntary pledge.

Public Comment - none

Approval of Minutes

- VOTE: Anne Davis moved, and Susan Hayes seconded, the approval of the April 2022 meeting minutes. The motion passed unanimously (6/6).
VOTE: Anne Davis moved, and Susan Hayes seconded, the approval of the May 2022 meeting minutes. The motion passed unanimously (7/7 with the arrival of Jason Kovacs).

Financial Reports

- VOTE: Anne Davis moved, and Jason Kovacs seconded, the approval of bill payments as per documents included in the board packet. The motion passed 7/7 via a roll call vote.
- VOTE: Anne Davis moved, and Gene Nettles seconded, approval of the Profit & Loss Budget vs. Actual Budget report from O'Connor Tax services. It was noted that the expenses are slightly over budget but not alarmingly so given summer reading program and other advance expenses. The motion passed 7/7 via a roll call vote.
- The Treasurer's Report was provided in the board packet.

Director's Report

This was provided in the board packet with Mary Collins adding that Joshua Skou was awarded the scholarship that was discussed at our last meeting and that Graham Ebbecke is planning to go to library school.

Committee Updates

- Expansion/Renovation
Director Mary Collins reported that grant application work continues to secure funds to improve our outdoor space, etc.; work continues on construction money paperwork; and an indoor wall has been repainted in the children's area.
- Budget / Finance
Sample budgets with varying percentage increases were sent to Board members prior to the meeting. The Finance Committee had initially favored a 4% increase in the budget for 2023. As the audit will be costing

more than expected, inflation is high and expected to remain high, and we continue to wish to further financially support staff as noted in our Long Range Plan, higher increases were considered. It was also noted that the Kingston Library successfully had a 10% increase approved last year and will be going for a multi-million bond vote this year.

Anne Davis moved, and Susan Hayes seconded, a 5% budget increased (instead of 4%). Discussion ensued and the motion was withdrawn. Next, Anne Davis moved, and Susan Hayes seconded, a motion to increase the budget by 6%. Discussion ensued and a roll call vote resulted in 4/7 approving the motion – not an allowable majority: Anne Davis/yes, Susan Hayes/yes, Rita Joyce/yes, Jason Kovacs/no, Gene Nettles/no, Allison Ogantini/no, and Nicole Vicari/yes. Jason Kovacs moved, and Nicole Vicari seconded, a motion to increase the 2023 budget by 5% over the 2022 budget. Discussion noted that, though inflation is high for the library, inflation is also high for the taxpayers. The motion passed 7/7 via a roll call vote.

- **Audit**
In reply to a request for proposals, two quotes were received. Anne Davis will continue reference checking. The Audit Committee will meet in July to consider which CPA firm to recommend to the Board for approval at the July meeting.
- **Civil Service – no report**
- **Personnel / Policy – no report**
- **Covid19 Service Task Force – no report**
- **Election**
Mary Collins reported that staff member Naomi Harris is willing to serve as Election Clerk. The *Handbook for Library Trustees* notes that this is allowable with election work-time being apart from staff work-time. Anne Davis moved, and Rita Joyce seconded, a motion to approve Naomi Harris as Election Clerk with a stipend of \$400. The motion passed 7/7 via a roll call vote.

Old Business

Anne Davis reported that her term and Gene Nettles' term end this fall. Both stated that they were interested in running for re-election to the Board, with Anne Davis remarking that she will run as write-in candidate.

New Business - none

Next Board Meeting: Thursday, July 28, 2022 at 4:00 pm with information about zoom allowability to be shared closer to the meeting date as we hear updates from NYS.

Public Comment - none

Adjourn

Rita Joyce moved, and Nicole Vicari seconded, a motion to adjourn. The motion passed unanimously. The meeting was adjourned at 4:47.

**Respectfully submitted,
Rita Joyce**