

Mount Pleasant Public Library: Board of Trustees Meeting
Minutes of the Meeting of September 28, 2023

Trustees & Liaisons present: Dick Malina, Mary Ann Quinn, Julie Edwards, Frank Casale, Eric Neuman, Paul Alvarez (Village Liaison), Thomas Sialiano (Town Liaison),

Also present: John Fearon, Library Director; Martha Mesiti, Assistant Library Director

Trustees & Liaisons absent: James Riina, Rebecca Myers, Donna Gambaccini, Kent Anker

Call to order

Administrative: Trustee Edwards called the meeting to order at 8:08 pm.

Minutes

The minutes of the July 20, 2023, Board meeting were approved. Moved by Trustee Neuman, seconded by Trustee Casale, and passed.

Opportunity to Hear from the Public: No members of the public were in attendance.

Opportunity to Hear from Liaisons

Liaison Sialiano informed the Board that the Town was considering a project to build a new recreation center on 20 acres of property that they expect to receive as a donation from Toll Brothers, who is planning to develop the former Legionnaires property. It is not clear what will happen in that case with the Branch Library, but he does not think the rec center project will be a factor in the Town's consideration of Library construction proposals.

Liaison Alvarez indicated that the Village also faces several necessary infrastructure projects, from the pool reconstruction to various flood control projects, to replacement of its water tanks; the Library's renovation and remediation projects are likewise priorities.

Liaison Alvarez will follow up with the Village concerning the choice of a tree to replace the maple removed from the front lawn.

Claims of Payment

After discussion, it was moved by Trustee Neuman, and seconded by Trustee Quinn, that: It is hereby resolved that, after review, the Library Board approves the following payments for the months of August and September, 2023:

August Invoices

- Invoices charged against Trust & Agency Funds: \$508.48
- Invoices charged against the General fund: \$52,738.93
- Invoices paid via the Library credit card: \$618.48

September Invoices

- Invoices charged against Trust & Agency Funds: \$2,252.18
- Invoices charged against the General fund: \$45,769.51
- Invoices paid via the Library credit card: \$706.21

202309-01 The motion passed.

Committee Reports

- Budget Committee

The Library will present a finished draft of the 2024 budget to the Board at next month's meeting. The Executive Summary that prefaces the Budget provides an opportunity for the Library to highlight its service record and accomplishments as well as its good fiscal management, as shown in the succession of modest budget increases over the past several years.

- Master Plan Committee

The primary objective is to achieve a safe and accessible building, with the focus on removing all hazardous material from the building. The IMA is silent on how future capital projects will be funded – the Library can contribute its reserve funds toward renovations and enhancements, but the Town and Village need to take responsibility for structural improvements and remediation.

- IMA Committee

The Library is not a party to the IMA, but in proposing projects, the Library can also indicate its own projected contribution to the project. The IMA does provide for semiannual inspections of the building, which may be another avenue for launching needed projects.

- Strategic Plan Committee

Bringing the building up to date and making it safer will be the primary focus of our next round of strategic planning.

- Policy Committee

The Trustee Education Policy has its first reading this month. The committee is currently reviewing the Library's policy on Community Use of Facilities, for one thing to ensure that it aligns with Town and Village policies on the use of public buildings. The goal of these reviews is to keep policies up to date and relevant to current circumstances.

Building Committee

Current facilities projects include restoration of the lower-level lobby after the flooding damage; and power-washing and painting of the storage shed and replacement of its gates. The committee recommends signing the upgraded boiler maintenance contract. Landscaping contracts will be up for renewal next month.

Directors Report

Director Fearon reviewed Library finances through August (in good order) and the monthly statistics, which show a strong growth in programming, in particular.

The Library is preparing its draft budget for 2024, which it will present to the Board at its October meeting.

The Library has completed its project to clean up the Magazine Room (and other storage areas) in order to allow more flexible use of the space and to have it then available as needed.

Members of the Pleasantville High School class of 1968 contacted the Library concerning their wish to donate a memorial tree (to deceased members of the class) to be planted on the Library grounds. The Library would require additional and specific information concerning this proposal - which could establish a complicated precedent. Moreover, the Library may not have authority to approve such a request.

Personnel Items

After discussion, it was moved by Trustee Quinn and seconded by Trustee Neuman that:

It is hereby resolved:

- That the appointment of Amy Mackin to a Librarian I position be made permanent effective Monday, September 25, 2023
- That a final lump-sum payment of \$825.30 to Julia Auerfeld, who resigned effective August 24, 2023, be approved

202309-02 The motion passed

2023 Budget Transfers

After discussion, it was moved by Trustee Neuman and seconded by Trustee Casale that:

It is hereby resolved that the following budget transfers be approved:

- Decrease Line J0599: Appropriation from Fund Balance by \$2,780
- Increase Line J1980-400: MTA Payroll Tax by \$170
- Increase Line J7410-100: Salaried Staff by \$19,000
- Decrease Line J7410-299: Infrastructure by \$50,000

- Increase Line J7410-403: Fuel for Heat by \$6,000
- Increase Line J7410-420: Electricity by \$500
- Increase Line J7410-427: Computer Services by \$1,500
- Increase Line J9000-810: State Retirement by \$6,250
- Increase Line J9000-830: Social Security by \$3,100
- Increase Line J9000-831: Medicare by \$700
- Increase Line J9000-860: Health Insurance by \$10,000

202309-03 The motion passed

Boiler Maintenance Proposal

After discussion, it was moved by Trustee Quinn and seconded by Trustee Malina that:

It is hereby resolved that Director Fearon be authorized to sign an upgraded HVAC Maintenance contract with Atlantic Westchester. The additional work, described in the proposal of August 21, 2023, is for enhanced maintenance of the Library's five boilers and will cost \$5,700 per annum

202309-04 The motion passed

2022 Audited Financial Statements

After discussion, it was moved by Trustee Malina and seconded by Trustee Casale that:

It is hereby resolved that the Audited Financial Statements for fiscal year 2022 be accepted

202309-05 The motion passed

MPPL: Trustee Education Policy First Reading

There was a first reading of the Trustee Education Policy.

Adjournment of Meeting

The meeting was adjourned at 9:33 pm, on a motion by Trustee Casale, seconded by Trustee Neuman.

Next Meeting:

Thursday, October 19 at 7:00 pm.

Respectfully submitted,

Mary Ann Quinn

Secretary