



## BEEKMAN LIBRARY ASSOCIATION

### Board Meeting

Monday, August 22, 2022

Community Room

**Trustees Present** Bitsy Scigliano, Dewey Lee, Joanne Ambrosini, Beth Ferguson, Amanda Herta

**Trustees Absent:** Lynn Brickman, Breda Huvane, Kate Monroe

**Staff Present:** Carol Fortier

**Call to Order:** Bitsy Scigliano called the meeting to order at 7:00 pm

**Approval of Minutes:**

Dewey Lee made a motion to accept the minutes as written from the July 2022 board meeting. Joanne Ambrosini seconded. Minutes approved.

**Treasurer's Report:** (on file)

Balance Sheet (assets and cash on hand):

as of July 31, 2022	Total Assets: \$ 1,461,611
as of August 15, 2022 (preliminary)	Total Assets: \$ 1,462,258

Income Statement:

as of	<u>July 2022</u>	<u>July 2021</u>
	\$ 506,838 Total Income	\$ 504,268 Total Income
	<u>\$ 331,078 Total Expenses</u>	<u>\$ 323,596 Total Expenses</u>
	\$ 175,760 Net Income	\$ 180,672 Net Income

2022 Actual vs. 2022 Budget Income Higher by \$3,312

2022 Actual vs 2021 Actual Income Lower by (\$4,912)

Capital Fund Assets \$183,649

**Friends of the Beekman Library Report:**

Carol Fortier shared report submitted

- August Book Sale made \$1659 compared to \$945 in August 2021
- 97 customers including 3 book dealers
- Open Thursday 8/25 evening
- collaborated with youth services to raffle of 16 gift certificates, 11 redeemed
- Jen Mihocko will take over role of Friends treasurer when Rebecca leaves

**Director's Report:**

See report on file.

- We are fine free. Most patrons have a positive reaction. To the patrons with questions, it was explained that there will be reminders to return items and billed if not returned within 4 weeks.
- Fieldwork for audit took place on August 3rd, everything went smoothly. Plans to present to the board at September meeting.
- Major HVAC repairs with 2 quotes for preventative maintenance.
- NY State Construction Grant for basement renovation was submitted to MHLS.
- DC Youth Services site visit for Y.E.S. grant went very well.

**Committee Reports:**

**Personnel Committee:** Board approves adding \$4,200 to the budget for health care insurance line for 3 full time employees starting January 1, 2023

**414 Committee:** Board of Elections has confirmed budget vote to be on ballot this fall. Budget vote information on website.

**New Business:**

HVAC preventative maintenance contract review: ABC \$7,840 with 4 visits per year, furnace not included. Redemption \$4,225 with 2 & 2 follow up visits, including furnace.

**Ongoing Business****Action Items**

Bitsy Scigliano made a motion seconded by Joanne Ambrosini to approve increasing the health care insurance line by \$4,200 per year.

In favor: 5

Opposed:0

Motion passed unanimously

Beth Ferguson made a motion seconded by Amanda Herta to approve HVAC preventative maintenance contract from Redemption starting January 1, 2023

In favor: 5

Opposed:0

Motion passed unanimously

Bitsy Scigliano made a motion seconded by Beth Ferguson to use contingency fund for HVAC repair bills.

In favor: 5

Opposed: 0

Motion passed unanimously

Bitsy Scigliano made a motion seconded by Beth Ferguson to approve the warrant for payment of the monthly bills as presented from August 2022.

In favor: 5

Opposed:0

Motion passed unanimously

**Public Comment**

none

Motion to adjourn made by Beth Ferguson seconded by Joanne Ambrosini approved unanimously.  
Meeting adjourned at 8:19 pm

**Next Monthly Board Meeting: Monday, September 19, 2022, 7:00 pm**

Respectfully submitted by Amanda Herta