



BEEKMAN LIBRARY ASSOCIATION

Board Meeting

Monday, October 24, 2022

Community Room

Trustees Present Bitsy Scigliano, Breda Huvane, Lynn Brickman, Dewey Lee, Joanne Ambrosini, Beth Ferguson, Amanda Herta

Trustees Absent: Kate Monroe

Staff Present: Carol Fortier

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

Approval of Minutes:

Joanne Ambrosini made a motion to accept the minutes as written from the September 2022 board meeting. Amanda Herta seconded. Minutes approved.

Financial Statement & Audit Presentation: (report on file)

RBT presented audit findings and 990 form.

No deficiencies.

Stated library is in excellent financial shape and strong cash position

Thank you to Pam Nieto for helping to make the audit go smoothly

Treasurer's Report: (on file)

Balance Sheet (assets and cash on hand):

as of September 30, 2022

Total Assets: \$ 1,362,586

as of October 12, 2022 (preliminary)

Total Assets: \$ 1,345,862

Income Statement:

as of

September 2022

September 2021

\$ 533,845 Total Income

\$ 506,094 Total Income

\$ 442,950 Total Expenses

\$ 363,315 Total Expenses

\$ 90,895 Net Income

\$142,779 Net Income

2022 Actual vs. 2022 Budget Income Lower by \$33,469

2022 Actual vs. 2021 Actual Income Lower by \$51,884

Capital Fund Assets \$183,632

Reinvested some CDs to get higher rate

Friends of the Beekman Library Report:

Arlene Vaquer shared report submitted

- October Book Sale made about \$1000
- December 10 Cookie Sale and book sale
- Annual Appeal letters go out after Thanksgiving

Director's Report:

See report on file.

- Repair coaches needed for Repair Café
- Chess Club and Graphic Novel Club popular
- Jane Enkler is off to a great start as Head of Youth Services
- Roof repaired
- Circulation and library visits are increasing to pre pandemic levels

Committee Reports:

Expansion Committee: Architect spoke to Carol Fortier, submitted new rendering of back of library with the addition

New Business

Policy Drafts:

Reviewed and discussed Fixed Asset Capitalization Policy as suggested by audit. Stating depreciation, estimated useful life and disposition of surplus policies. Carol Fortier will consult with RBT to present final draft at November BOT meeting

Reviewed and discussed proposed changes to Benefits policy. Discussed adding two federal holidays (President's day and Juneteenth) as closed holidays. Added Employee Assistance Program information. Change eligibility to 6 months of service for personal days for salaried staff. Final draft to be voted upon at November BOT meeting.

Ongoing Business

none

Action Items

Breda Huvane made a motion seconded by Dewey Lee to submit the 990 form as presented.

In favor: 7

Opposed:0

Motion passed unanimously

Beth Ferguson made a motion seconded by Dewey Lee to accept financial statement as presented by RBT.

In favor: 7

Opposed:0

Motion passed unanimously

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

In favor: 7

Opposed:0

Motion passed unanimously

Public Comment

none

Motion to adjourn made by Breda Huvane seconded by Beth Ferguson approved unanimously.
Meeting adjourned at 8:41 pm

Next Monthly Board Meeting: Monday, November 28, 2022, 7:00 pm

Respectfully submitted by Lynn Brickman