



BEEKMAN LIBRARY ASSOCIATION

Board Meeting
Sunday, March 26, 2023
Community Room

Trustees Present Bitsy Scigliano, Dewey Lee, Beth Ferguson, Lynn Brickman, Kate Monroe, Joanne Ambrosini, Amanda Herta

Trustees Absent: none

Staff Present: Carol Fortier

Call to Order: Bitsy Scigliano called the meeting to order at 3:45 pm (Meeting held immediately after the annual meeting)

Resignation: Breda Huvane resigned from the board of trustees. Thank you to Breda for her years of service

Approval of Minutes:

Beth Ferguson made a motion to accept the minutes as written from the February 2023 board meeting. Dewey Lee seconded. Minutes approved.

Treasurer's Report: (on file)

Balance Sheet (assets and cash on hand):

as of February 28, 2023 Total Assets: \$1,154,546

as of March 15, 2023 (preliminary) Total Assets: \$1,138,538

Income Statement:

as of	<u>February 2023</u>	<u>February 2022</u>
	\$ 4,110 Total Income	\$ 4535 Total Income
	<u>\$ 100,306 Total Expenses</u>	<u>\$73,211 Total Expenses</u>
	\$ (96,196) Net Income	\$(68,876) Net Income

2023 Actual vs. 2023 Budget Income lower by (\$15,446)

2023 Actual vs 2022 Actual Income Lower by (\$27,521)

Capital Fund Assets \$184,869

Director's Report:

See report on file.

- Received funds from the town but for the incorrect amount
- Expansion information to be posted on the website March 31
- There will be a separate tab on the website for expansion information
- Received grant from Stewarts

Committee Reports:

Finance Committee: Broke CD due to need for contingency funds. Opened new CDs at higher rates

New Business:

Tax Levy 2023: Tabled

Bylaw and Policy Update: Discussed changes in bylaws and policies to make them match and up to date

Facility Plan Review: Discussed updated facility plan and possible maintenance upcoming

Town Funds: Discussed receipt of incorrect amount of funds from Town of Beekman and Executive Director's communication with town officials regarding it.

Ongoing Business

2024 Funding Request: Tabled

Action Items

Dewey Lee made a motion seconded by Kate Monroe to ratify the following statement:

The official proposition for the 2023 budget of the Beekman Library as approved by the Board of Trustees of the Beekman Library on July 18, 2022, presented to the Beekman Town Clerk, forwarded by the Town Clerk to the Dutchess County Board of Elections and voted on by Town residents, requested a tax levy of \$498,500. Upon voter approval of the \$498,500 tax levy, the Director of the Beekman Library filed a tax cap form with the NY State Comptroller's office indicating a tax levy of \$498,500 and stated that the Library Board had passed a tax cap override resolution for 2023.

The Town of Beekman's official budget, approved on November 16, 2023, incorrectly states that the tax levy for the Beekman Library is \$502,500. The Library received \$502,500 from the Town on 3-16-23. This error only came to light when the Library received the check. The Library Director contacted the Board President to make her aware of the discrepancy on Friday, 3-17-23. The Town Clerk was notified of this error on 3-20-23, the next day that town offices were open. As per the Town's attorney, it was determined that the library needed to keep the funds as levied and collected and it was the Library's responsibility to clarify the error with the Office of State Comptroller.

Carol Fortier, Library Director, contacted the Office of the State Comptroller on Monday, 3-20-23 and left a message. Logan Egan from the Division of Local Government and School Accountability, Office of the NY State Comptroller, contacted Carol Fortier on 3-21-23. Mr. Egan told Carol that the tax cap form that was completed for 2023 in the amount of \$498,500 does not need to be changed since it was correct when filed. When the 2024 tax cap form is filed, the amount collected for 2023 will need to be amended to reflect the \$502,500. In addition, Mr. Egan clarified that since the library Board passed a tax cap override resolution, there was no need for a tax reserve fund.

The Board of Trustees of the Beekman Library will seek the advice of counsel.

In favor: 7

Opposed:0

Motion passed unanimously

Beth Ferguson made a motion seconded by Lynn Brickman to accept the Annual Report to the Community as presented.

In favor: 7

Opposed:0

Motion passed unanimously

Kate Monroe made a motion seconded by Dewey Lee to accept the amendments to the policies and bylaws as presented.

In favor: 7

Opposed:0

Motion passed unanimously

Kate Monroe made a motion seconded by Dewey Lee to accept the Facility Plan as presented.

In favor: 7

Opposed:0

Motion passed unanimously

Amanda Herta made a motion seconded by Beth Ferguson to approve the warrant for payment of the monthly bills as presented for March 2023.

In favor: 7

Opposed:0

Motion passed unanimously

Kate Monroe made a motion seconded by Joanne Ambrosini to accept Jeffrey Silverstein as a member of the Board of Trustees effective immediately.

In favor: 7

Opposed:0

Motion passed unanimously

Public Comment

Jeffrey Silverstein stated his interest in joining the board and discussed his qualifications and background.

Julie Burt expressed interest in joining the board and shared her background.

Meeting adjourned at 5:17 pm

Next Monthly Board Meeting: Monday, April 24, 2023 7:00pm

Respectfully submitted by Lynn Brickman

BEEKMAN LIBRARY ANNUAL MEETING

Sunday, March 26, 2023

Community Room

2:00 pm



Meeting Called to Order:

Bitsy Scigliano, President at 2:02 pm

Trustees Present: Bitsy Scigliano, Beth Ferguson, Lynn Brickman, Kate Monroe, Dewey Lee, Amanda Herta, Joanne Ambrosini

Trustees Absent: none

Pledge of Allegiance led by Jerry Balcom, USMC

President's Message: Bitsy Scigliano

Recognition of guests including, staff, Friends, and members of the public in attendance

- ❖ Recognized progress made in 2022 and challenges with inflation and building maintenance
- ❖ Recognized work of staff, director and Friends
- ❖ Recognized the progress of the Expansion Committee
- ❖ Introduced Paul Mays, architect, Butler Rowland Mays
- ❖

Master Plan Presentation

Paul Mays presented plan for expansion and discussed reasoning behind needs for expansion

Presented phasing of project

See website for details

Review Minutes of 2021 Annual Meeting:

Motion by Bitsy Scigliano seconded by Kate Monroe to waive reading and accept 2022 minutes.

Approved: unanimously

Treasurer's Report for Year Ending December 2021 (see report on file)

Beth Ferguson, Treasurer

Revenues and Expenditures

For year ending December 2021

Total Income	\$ 580,092
Total Expenses	\$ 580,092
Net Income	\$ 0
2021 Actual vs 2021 Budget Lower by	\$11,501

2022 ended with a loss of \$11,501 due to various factors including inflation of utilities, roof leak, and HVAC system repair. Used contingency funds to balance the budget. Contingency funds will be made whole again in 2023

Friends Report:

Presented by Arlene Vaquer, FOBL President

- ❖ Recognized working members
- ❖ Acknowledged another very successful year

- ❖ Named new treasurer, Jen Mihocko who replaced Rebecca Florance. Thanked Rebecca for her many years of service

Presentation of donated funds to the library of \$30,909

Presented by Rebecca Florance, FOBL Treasurer

State of the Library: (On file in the library)

Carol Rodriguez, Director

Highlights:

- ❖ Recognized staff
- ❖ Program attendance and library use increased throughout the year. Reminded that in person programs were limited in the first quarter of the year due to Covid rates
- ❖ Expansion plans were informed by the Community Conversations held in 2019 and from patron input
- ❖ Highlighted how much library use expanded since the building opened

Staff Length of Service Recognition

Myra Jensen 1 year

Sue Ray 1 year

Celeste Kubala 10 years

Trustee Length of Service Recognition

Lynn Brickman 10 years

Bitsy Scigliano 12 years

Beth Ferguson 12 years

Kate Monroe 25 years

Trustee Appointments:

Bitsy Scigliano made a motion seconded by Amanda Herta to appoint

Kate Monroe to 5-year terms as trustee.

Approved unanimously

Nominations for Officers (none from the floor)

Bitsy Scigliano, President

Amanda Herta, Vice President

Beth Ferguson, Treasurer

Lynn Brickman, Secretary

There being one nominee for each office, secretary declared the entire slate elected.

Public Comment:

Adjourn Meeting:

At 3:05 motion by Beth Ferguson, seconded by Lynn Brickman to adjourn, approved unanimously

Respectfully submitted by Lynn Brickman, Secretary