

Minutes: Board of Trustees, The Field Library, Monthly Meeting

Tuesday, June 17, 2025

Present: President Douglas
Vice President Bloom
Treasurer Noble
Secretary Fortino
Director Hysell

Trustees Present: Galella, Grimshaw, Kelley, Levine, Spencer

Trustees Absent(s) (excused): Most, Srinivasan

Guest(s) Present: Deputy Mayor Riley

Meeting called to order 7:01PM

Public comment: None

Adoption of Minutes

Move to accept minutes to April 17, 2025, Board meeting by Douglas, seconded by Spencer, unanimously accepted, with two corrections: WLS report:” This proposed Plan B would entail a \$15.00 increase in the surcharge on new real estate transactions”; Discussion Item: The 2024 Annual Report was submitted, reviewed and accepted.

Move to accept minutes to May 15, 2025 Board meeting by Galella, seconded by Levine, unanimously accepted, with one addition: “On the motion to adopt the proposed increase of one hundred ten thousand (\$110,000) dollars (6.2%) to the sum of one million eight hundred and eighty-eight (\$1,888,000.00) thousand dollars annually beginning January 1, 2026.

Director’s Report: Report accepted as offered. Director Hysell added the following items to the Director’s Report: Donation of \$2,000.00 from New York Presbyterian Hospital for adult services. Donation of \$1,900.00 from Rotary Club for young children’s cooking demonstration classes. Director Hysell reported that she worked on updating and renewing SAM registration. It has outdated banking information which Director is working on fixing, after the admin was transferred over.

Treasurer’s Report: Report accepted as offered.

Investments: Up 1.6% month to date for May. Up 2.2% year to date through May 31. Total net asset value of \$808k with a gain of \$17k year to date.

Budget: We are running under budget-notably salaries remain under budget because of restructuring and vacancies during the year.

Tax Levy Update: The required signatures have been submitted to the City Clerk ahead of the June 30 deadline.

Statistics: Director’s report. Inaccuracies are being worked on.

WLS Report: Legislative Update: Assembly to vote on the Freedom to Read Act and the Open Shelves Act. Kelley will send an update once the Assembly vote is in. Director Hysell will work to have all Board members on WLS email listserv.

Grants: Director's Report

Committee Reports

Audit: Audit Committee met on June 19th with the auditor. A clean opinion was issued for the 2024-year-end financial statements. The Finance Committee will meet to go through the auditors' recommendations outlined in the Management and Audit letters.

Executive Committee: No report

Facilities Committee: No report

Finance Committee: As outlined in the Audit Committee report, the Finance Committee will meet to discuss the auditors' recommendations from the 2024 audit.

Fund-raising Committee: Peekskill Film Festival, June 27th-June 28th. Board members are volunteering to work at this event.

Governance: No report. Continuing to work on the outstanding Committee Charters.

Human Resource: No report

Nominating: Committee is working on updating information on Board member terms.

Website: Noble presented the Website development update report, submitted to Board members from Chairperson Srinivasan, on the proposed increase in the cost to develop website to support the library's obituary index.

Move to authorize Director Hysell to spend up to two thousand dollars (\$2,000.00) to support the library's obituary index for the website being developed by Full Deck by Noble, seconded by Bloom. Unanimously approved.

Director Hysell reported that it is anticipated that the website content will be moved by July 2025.

Strategic Planning: Committee will begin work in September.

Discussion Item(s):

- a. Allied Security. Director Hysell reported that Allied Security services are expiring at the end of the current contract.
Move to request that Director Hysell prepare an RFP for security services by Douglas, seconded by Noble. Unanimously passed.

Old Business: None

New Business:

- a. Board Committee Charters
 - Move to accept Finance Committee Charter by Noble, seconded by Spencer.
Unanimously accepted
 - Move to accept Human Resource Committee Charter by Grimshaw, seconded by Galella.
unanimously accepted.
 - Move to accept Nominating Committee Charter by Kelley, seconded by Douglas.
Unanimously accepted.
- b. 2024 Audit
 - Move to acknowledge receipt of Auditor's Report by Spencer, seconded by Noble.
Unanimously accepted.
- c. 2024 Tax Return
 - The tax return has been completed and will be filed shortly.

Moved to adjourn to Executive Session 7:53pm.

Moved by Kelley and seconded by Galella. Unanimously Approved.

Moved to exit Executive Session by Spencer and seconded by Noble. Unanimously approved.

Moved to adjourn meeting by Fortino and seconded by Douglas. Unanimously approved.

Meeting adjourned: 8:06pm

Next meeting: July 17, 2025

Submitted by Catalina Fortino

Pending adoption by Board of Trustees on July 17, 2025