

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

Thursday June 15<sup>th</sup>, 2023.

**Present:** President Alan Most, Treasurer Mary Foster, Director Jennifer Brown

**Trustees Present:** Karen Kelley (WLS representative), Sandra Smith, Trevor Noble, Benjamin Bloom, Chris Alexander

**Trustees Absent:** Ann Douglas (Secretary), Joe Galella.

**Guests Present:** Sinduja Srinivasan, Charles Degruccio.

Meeting called to order 7.04pm.

Most noted his thanks to State Senator Pete Harckham for passage of the bill to reduce the number of votes required to get an association library's budget proposal on the election ballot. He also thanked Mary Foster for originally suggesting approaching Senator Harckham.

No public comments were received.

**Previous minutes:** Smith motioned to approve April board meeting minutes, seconded by Foster. Unanimously voted. A quorum of attendees at the May board meeting was not present. As such, their approval was tabled till the July board meeting.

**Director's Report:** Report accepted as offered.

**Treasurer's Report:** Foster noted that the market value of the library's investment portfolio is holding steady. The recent changes in investments will be reflected in the June financial statements. The library's revenues are in-line with the annual budget. Expenses are currently running below budget.

**Statistics:** No report.

**WLS Report:** Most noted that the application for public aid must be submitted to WLS by 08/25/23.

**Friends of the Field Library:** No report.

**Grants:** Brown reported that the grant from H.W. Wilson for the Peekskill Film Festival was rejected.

**Audit:** Bloom confirmed the audit is ongoing.

**Facilities:** Noble confirmed no update has been received from the Fire Department regarding their development of new fire safety procedures for the building.

**Finance:** Foster requested the capital project report.

**Fund-Raising:** Outreach scheduled for the Lofts condominiums on July 16, 2023.

**Governance:** Most confirmed Secretary Douglas had reviewed the sexual harassment policy.

**Human Resources:** No report.

**Nominating Committee:** Most confirmed that a committee to run the elections will be put together in July.

**Strategic Plan:** Brown confirmed that we are on target with the plan. Foster requested more formal reporting on the library's progress on the Strategic Plan.

**Discussion Items:**

**Friends of The Field Library:** Brown confirmed the Friends were not electing a new president until their next annual meeting. Most is to contact the Friends regarding the status of the annual Chester Smith Award Ceremony dinner.

**Old Business:** No old business.

**New Business:**

**Sexual Harassment Policy:** Most confirmed that the sexual harassment policy covers anybody working in any capacity with the library. He instructed all members to print out a copy and put it in their Board of Trustee Orientation Packets. Most stated that it should be provided to the Friends of The Field Library and to any volunteers working with the library or The Field Library Bookstore.

Bloom motioned to approve the Sexual Harassment policy per the June 15<sup>th</sup> Board Meeting packet, seconded by Alexander. Unanimously voted.

**Doyle Security System:** Smith motioned to approve Option 2 per the June 15, 2023, Board packet, seconded by Foster. Unanimously voted.

Moved to adjourn to Executive Session 8.03pm to discuss matter relating to an appointment to the Board of Trustees. Moved by Smith, seconded by Bloom. Unanimously voted.

Moved to end Executive Session 8.55pm. Moved by Foster, seconded by Smith. Unanimously voted.

Moved to adjourn 8.55pm. Moved by Foster, seconded by Smith. Unanimously voted.