

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

Thursday, March 21, 2024

**Present:**

President Most  
Vice President Bloom  
Treasurer Noble  
Secretary Fortino  
Interim Director Falcone

**Absent:** Director Brown

**Trustees Present:** Foster, Galella,, Srinivasan

**Trustees Excused:** Kelley

**Trustees Not Excused:** Alexander, Douglas, Smith

**Guest Present:** Riley

Meeting called to order 7:00pm

No comment from the Public

**Adoption of Minutes**

Previous minutes to meeting December 21, 2023. No quorum. They will be included in April's BOT packet.

Previous minutes to meeting February 15, 2024. One correction made, Galella's name.

Moved to be accepted by Foster seconded by Srinivasan. Unanimously adopted as corrected.

Previous minutes to Special Meeting March 7, 2024. One correction made, Galella's name.

Moved to be accepted by Foster, seconded by Srinivasan. Unanimously adopted as corrected.

**Director's Report:** Report accepted as offered. Follow up question on the budget timeline for Levenberg's grant for Spanish language materials and laptops.

**Treasurer's Report:** Current trends are in line with proposed/adopted budget.

**Statistics:** Continue to monitor door count for Adults and Young Adults.

**WLS Report:** included in BOT meeting packet

**Friends of the Library:** no report

**Grants:** Director's report.

**Committee Reports:**

**Audit:** On-line meeting took place on February 28, 2024.

**Executive Committee:** No report.

**Facilities Committee:** Need to conduct Fire Drill during operating hours. Follow up with Fire Chief to come up with date/time for drill.

**Finance Committee:** No report.

**Fund-raising Committee:** No contract in place with Peekskill Film Festival. July and August Paramount Theater under renovation.

**Governance:** No report.

**Human Resources:** No report.

**Nominating:** No report.

**Website:** RFP on hold. QR code to be used to reach out to Peekskill community. Survey to patrons to be continued.

#### **Discussion Items**

- a. Outreach Librarian: Position needs to have an outreach plan aligned with Library Strategic Plan.

**Old Business:** none

#### **New Business:**

- a. Purchase Policy. Moved to be accept by Srinivasan, seconded by Noble. Unanimously approved.
- b. Tax Cap Resolution. No quorum. Hold vote on April BOT meeting.
- c. Annual Report. Removed from discussion. Needs additional information for completion and submission.

Moved to adjourn to Executive Session 8:16pm. Moved by Bloom, seconded by Noble. Unanimously approved.

Purpose of Executive Session: Personnel and Trustee Issues

Moved to exit Executive Session by Galella, seconded by Noble. Unanimously approved.

Moved to adjourn meeting Galella, seconded by Srinivasan. Unanimously approved.  
Meeting Adjourned 8:50pm

Next Meeting April 25, 2024

Submitted by Catalina Fortino

