

Briarcliff Manor Public Library
Board of Trustees Meeting
January 25, 2023

7:00 PM

NOTE: The original date for this meeting was January 11, 2023. Due to fumes from floor finishing in the building, a decision was made to postpone the meeting for two weeks. The January 25 date allowed for adequate notice to the Board and community about the rescheduling.

- I. Roll Call: 7:07 PM
Present: Donna Pesce, Bob Fetonti, Pat Richards, Andrea Ziltzer, Amanda Bromberg
Absent: Rosalyn Beck, Stephanie Casper, Jakob Hesketh, Edward Midgeley (Village Liaison)
- II. Approval of Minutes from December 14, 2022. Motion, Pat, second, Andrea, passed unanimously.
- III. Trustee Remarks – None
- IV. Financial Report. The Library is 58% through the fiscal year and has spent 55% of the actual budget as well as 62% including encumbrances. Motion to approve Library transactions from 12/7/22 through 12/30/22 Bob, second, Andrea, passed unanimously.
- V. Budget Transfers;
Proposed transfers: \$5731.47 from Retirement and Pension (L7410.640) to Contingent (L7410.499)
\$134.00 from Contingent (L7410.499) to Materials and Supplies (L7410.420)
\$143.18 from Workers Comp Assessment (L7410.691) AND \$35.18 from Workers Compensation (L7410.890) to Unallocated Insurance (L1910.426) Motion to approve, Amanda, second, Bob. Motion passed unanimously.
- VI. Motion to accept check from Friends \$615.00 for Empire Pass and Arnold/Andre Treason performance and from Sandy Galef check split into 2 capital accounts; \$7000.00 allocated to electronics, \$18,000.00 to programs. Motion to approve, Pat, second, Amanda. Motion passed unanimously.
- VII. Vote on Library Board President. Item tabled to next meeting.
- VIII. Vote to approve Sexual Harassment Policy for Employee Handbook with additional adjustment. Item table to next meeting.
- IX. Reconsideration of rental policies for Library space. Discussion ensued and final decision and wording of new policy to be discussed at next meeting. The primary focus of the use of Library space should conform to Library mission. Discussion of the Scarsdale Library

Media/Room Usage scenario and the criteria used by Libraries to approve requests for programs.

- X. Discuss the 2022-2023 fiscal year budget. Discussion about the proposed budget for the Library with areas that might be cut. The proposed budget was due through MUNIS to the Village by January 12, 2023. Several Board members are meeting with representatives from the Village to discuss the budget and areas of concern. The meeting will be on Wednesday, February 1, 2023 at 4:30 biz ZOOM.
- XI. Update on Building Issues. Work on the A/C pipe was completed and ongoing issues with HVAC ongoing.
- XII. Report of the Library Director. Much of the discussion for the meeting centered on the budget and the areas that might be cut. The Library director made a request that several members of the Board attend the initial meetings with the Village. Meeting will take place on 2/1/23. The NY State Library report is due on March 15, 2023.
- XIII. Thoughts/New Business.
- XIV. Adjournment: 9:21 Motion to adjourn, Amanda, Bob, second. Motion passed unanimously

The next meeting of the Library Board, February 8, 2023.

Submitted, Pat Richards

Approved by the Library Board of Trustees on February 8, 2023.