

Seymour Public Library District

Board of Trustees Meeting conducted virtually via zoom

Date: March 31, 2020

Present: Ellen Dello Stritto, Meg Vanek, Larry Liberatore, Ginny Kent, Joe Runkle, Russ Harkins, Dawn Taylor, Nancy Karpinski

Excused: Jim Hanley

Staff: Lisa Carr, Patti Festa, Dixie Warner-Webert

The meeting was called to order at 5:30 pm

Presentation of 2019 Financial Audit by Elaine Buffington of Buffington & Hoatland

Elaine reported that this is a single year audit due to ASU 606, next year will show two years. 1,158,845 in current assets. Foundation income decreased by 60,000. New accounting rules affect revenue when it is received rather than when it is earned. Negative effects of Covid-19 can't be determined at this time. Management letter not included at this time, will be in the final audit packet. Ginny Kent asked if Dunn money can be tapped to make up for the monies not coming from the Foundation. Board can appropriate out of Board designated Dunn funds. 990 deadline may be extended. Elaine will have it ready by the end of April.

Agenda Item	Discussion	Action Taken/Next Steps
CONSENT AGENDA		
Minutes 2/25/20 meeting March 2020 Director's Report Committee Reports Building 2/28/20	Ginny Kent suggested clarification of in the minutes of February 25, 2020 regarding fines: strike the phrase: "not a significant revenue loss" Add " there are high levels of poverty throughout our district area and the fines present a barrier to the population that needs our services the most".	Motion to amend minutes as per Ginny's suggestion by Ellen Dello Stritto, seconded by Russ Harkins, approved unanimously.
PUBLIC COMMENT		
TRUSTEE EDUCATION		
None		
UPDATES		
None		
Agenda Item	Discussion	Action Taken/Next Steps
ACTION ITEMS		
None		
DISCUSSION ITEMS		
The Director gave a Covid-19 update.	Lisa is spending a lot of time on staff; making sure everyone is safe, plus dealing with compliance issue. Staff is still being paid. Looking ahead - thinking about how to reopen, what kind of staff we will need, so much we don't know. May not be open until after June. One issue is how to get word out about library resources. Meg Vanek suggested the Chamber of Commerce and tourism office as venues for disseminating information.	
Finance	The Finance Committee did not meet. January-March statements tabled until after entries from audit are completed. Trying to find a way to conduct claims paying process without violating social distancing rules.	

By-Laws - second reading	Discussion regarding term limits, legal challenges to term limits, and committee structure (Executive Committee). Treasurer position - do the bylaws need to include this is a paid position or does the word "hire" imply this? Director's responsibility to Foundation not in by-laws -This should be included in the Director's job description. Not ready to vote. Lisa will make changes and send out to members
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The meeting was adjourned at 6:45 pm

Next Regular Board of Trustees Meeting: April 28, 2020 at 4:00 pm via zoom

Respectfully submitted

Russ Harkins, Secretary