

SPLD Board of Trustees Meeting 2_23_2021

Fri, 6/4 10:33AM 14:15

SUMMARY KEYWORDS

motion, january, approve, march, meeting, attend, contractor, reports, discussion, unanimously, equity, annual report, budget, statements, year, lisa, questions, quickbooks, claims, melanie

SPEAKERS

Meg Vanek, Multiple voices, Ginny Kent, Larry Liberatore, Lisa Carr, Russ Harkins, Joe Runkle

L Lisa Carr 00:05
So this is Seymour, Public Library District Board of Trustees meeting February 23 2021.

L Larry Liberatore 00:15
Okay. The meeting to order. And well, we've made it through February almost. Yeah. Pretty feeling. Okay. And so far, I have a granddaughter on the way. Oh, wow. First Friday, Friday, is your first one done? Yep. Oh, man. Nothing like it. Like a night. That's what everybody says. I can't wait. Oh, yeah. We, yeah, yeah. I love it. Okay. All right. And so, you know, of course, everybody realizes recognizes this is going to be a, somewhat of a shortened meeting, in order to, to have Melina jump in and walk us through the through about an hour or so. of planning. So, I think the first thing is, let me see what I do. Sorry. Okay. Okay, so the first thing on the agenda is then approval of the consent agenda. That would include the minutes from the 26th, the directors report, and the committee reports. Any buddy care to make a motion to accept?

M Meg Vanek 01:48
I'll make the motion to accept.

L Larry Liberatore 01:50
Second.

R Russ Harkins 01:51
I'll second.

L Larry Liberatore 01:53
Okay. Are there any comments, any discussion with regard to the reports? Lisa, I just had a real quick question. I guess I don't remember what the community equity challenge is that will begin March 1.

L Lisa Carr 02:15
Um, it's um, Karen Macier, your United Way. It's a national thing. There's tons of different organizations doing it. Karen convened a group of organizations in our community, and starting on March 1. And it's only going to be weekdays Monday through Friday, so it's actually going to take all of the month of March. But if you register, you'll get a prompt. And there's 20 different 21 different topics. And it's discusses like that topic in terms of equity and systemic racism, and says, Okay, here's, here's a little bit, it's a lens to help you shift your thinking a little and just kind of really reflect. And at the bottom of that little introduction, there's a part where you could watch it a video like a TED talk, or listen to a podcast, or maybe there's some articles you could read. And then there's some reflection questions. So I wrote the section on the digital divide. Laurie Piccolo, Donna Lamb, a bunch of people were involved in, in developing the topics and sometimes we just used what other people had used and other equity challenges that this was originally developed by Eddie Moore, so you could always Google that as well. But it's really exciting to have this conversation in our community.

L Larry Liberatore 03:47
Right. Okay. I just wanted to refresh. I had forgotten what that was. Exactly. And then one other question. There was a walkthrough whether the children's room renovation and is mentioned that one contractor was attended.

L Lisa Carr 04:06
Yes.

L Larry Liberatore 04:07
Who was the contractor?

L Lisa Carr 04:08
Bob Conlin. I think someone from LeChase.

L Larry Liberatore 04:12
Okay.

L Lisa Carr 04:13
And the other person who attended I think was a contractor having to do with this asbestos abatement.

L Larry Liberatore 04:20
Okay.

L Lisa Carr 04:20
I think he was probably invited to attend by Bob.

L Larry Liberatore 04:24
Okay. All right. It's not unusual in my experience, to not have robust attendance. And I can imagine, especially given the current circumstances, it's maybe even less so. But if it's not mandatory, then contractors will just go by the documents and you're raised questions with the architects. So that's not unusual, a little disappointing that Bouley Associates did not attend, but I do know that they are planning to submit a proposal for the project. So

L Lisa Carr 05:00
I will follow up with Lisa Hayes tomorrow because they believe she was supposed to put another addendum out. There was something that came up on the walkthrough. Um, to clarify a point. And so I haven't seen it yet.



Larry Liberatore 05:16

Well, she'll wait to see if there are any other questions this week and then probably issue it. I would say probably toward the end of the week, we received bids on next Tuesday, the second at three o'clock. We will open those bids publicly at the library. All are welcome to attend. So, okay. Okay. That's all I had questions. I just wanted clarification more than anything else. Okay, so motion is to accept the consent agenda. Any other comments or questions? If not, then All in favor?



Lisa Carr 05:27

Tuesday.



Multiple voices 06:00

Aye. Aye. Aye.



Larry Liberatore 06:01

Opposed? and carried unanimously. Okay, on to action items. We have finance committee who met submitted notes of the meeting and the financial statements. So, Joe?



Joe Runkle 06:20

Yep.



Larry Liberatore 06:21

Want to walk us through that?



Joe Runkle 06:22

Yeah, we met the other week. And there was nothing financially outstanding, in January's reports, discuss them. And the committee did approve the p&l balance sheets and the claims. One other item that we're currently looking at is our health employee health insurance ends, April 1. And so we had a discussion on that, and Lisa and Jim Handley are going to put their heads together and review some plans offer and then we will decide on what to offer in our March meeting. So that are in our March meeting, so that the employees can be offered them and they can sign up to whatever they want to sign up for. So and are in our audits in progress. And hopefully, this year, our audit will run smoother.

And that takes as much time and and we'll get through that. Okay, so anyway, so we recommend the Finance Committee recommends to the board that we approve p&l and the balance statements, balance sheet statements, and also the claims.

L Larry Liberatore 07:40

Alright, I will have a motion on each one separately, as we did last time. So Joe, you're making a motion to motion to approve

J Joe Runkle 07:50

I make a motion to approve the p&l and balance sheet statements.

L Larry Liberatore 07:54

Okay. And second from someone else.

G Ginny Kent 07:57

Second, Ginny.

L Larry Liberatore 08:00

I noticed in the columns, you know, there's a January 20 January 2021. And the annual budget is blank. So I assume that the actual expenditures in January versus the actual budget that are in my missings something

L Lisa Carr 08:21

Melanie is still working on entering the budget in QuickBooks. She's just been. She's really trying to get the W the corrected W-2s out and then dealing with the auditor's so she should have that information filled in this week. And I could I could resend the January statements if that is helpful to everybody once she enters that budget.

J Joe Runkle 08:47

I personally do not need them. Okay. January is 1/12 of our year. I wasn't anything crazy. That happened in January that would blow our budget for the year. Sorry. I wait till we review February and January, so.

L Larry Liberatore 09:07
Okay. All right. There's a motion then to approve the profit and loss budget. And did we have a second? I'm sorry. Any? Any? Okay. All right. Yeah. Okay. So, any any discussion? Further discussion about it? Hearing none, all in favor?

M Multiple voices 09:35
Aye. Aye.

L Larry Liberatore 09:36
Opposed? carried unanimously. Okay,

J Joe Runkle 09:42
Then the follow up. I will make a motion we approve the January claims the bills that were approved and paid.

L Larry Liberatore 09:55
For second.

R Russ Harkins 09:57
I'll second

L Larry Liberatore 09:59
Okay. Any other discussion? All in favor?

M Multiple voices 10:08
Aye. Aye.

L Larry Liberatore 10:09
Opposed? Carries unanimously. Okay. All right. So that wraps that part up. Melina, I believe you're on.



Lisa Carr 10:22

We need we need the board to approve the New York State annual report.



Larry Liberatore 10:27

Oh, that's right. I'm sorry. It wasn't on the agenda, is it?



Joe Runkle 10:31

Yep.



Lisa Carr 10:32

I thought I, who knows what I did?



Larry Liberatore 10:35

Maybe I got an older one. I'm sorry. I missed that one.



Lisa Carr 10:38

That's okay.



Larry Liberatore 10:39

Yeah.



Lisa Carr 10:40

So I'm just going to I just want to tell you, before you before somebody makes the motion, there was a the ending balance of 2019 did not match the 2020 beginning balance,



Larry Liberatore 10:56

Right



Lisa Carr 10:57

Or is it the 21? The balances was off, and it had to do with the auditors did last year, right?

They did adjustments in the middle of the year, March, April. So we're working with the state because we're not allowed to make those changes. So Melanie's been working with somebody from the division of library development, who will go in and fix the numbers. So that is accurate, but it's off by the amount of it had to do with the interest that was earned on the CD for Mrs. Dunn's money. So it was a it was a this report that we do for the state is on a cash basis, our QuickBooks are on an accrual basis or a modified accrual basis. So there was just some little adjustment that needs to happen and the state is okay with it. So just so you know, if you were really looking at all of those line items in the financial section, I wanted you to be aware of that.



Ginny Kent 12:02

Well, I'd like to make a motion that we approve the annual report. It is if you look through thoroughly, it's a good summary of our reality this year, this past year. So I wrote down questions, we can discuss this to explain them to me, but as it is, I would like to make a motion to approve the annual report.



Meg Vanek 12:27

I'll second the motion.



Larry Liberatore 12:29

We have. We have a second. I'm sorry. Okay. We got Meg.



Russ Harkins 12:36

Yeah.



Larry Liberatore 12:37

All right. Okay, yeah, that's great. That's that. I know, it's it's somewhat formula based, is it not? I mean, in the sense that you're, you're you're doing you know, all Was it 60. some odd pages. Yeah. Over over. So you've, you've had the first one under your belt, how many years ago?



Lisa Carr 13:05

Almost, I think it was nine years ago I've been doing this. I did print a copy. It is at the circulation desk for anybody who wants to it's a it's the draft. So it still has the financial

numbers aren't quite right. But as soon as Melanie makes those changes, I'll reprint it and it'll be available. Because I know it's really hard to read online.



Larry Liberatore 13:29

No, I think it Ginny, I think you said it right that those can reflect our reality now, this past year. So any, any discussion, any questions or comments that anyone would like to bring up? on the motion? Hearing none. All in favor?



Multiple voices 13:54

Aye. Aye. Aye.



Larry Liberatore 13:56

Opposed. Carried. Okay, I'm sorry that I missed the maybe I guess I had the older agenda. But is there anything else any other business that we need to go over?



Lisa Carr 14:12

No, I think that's it.