

**Seymour Public Library District****Board of Trustees Meeting****Date: April 26, 2022**

Trustees Present: Meg Vanek, Suzanne Bench, Russ Harkins, Ellen Dellostritto, Clyde Howard, Lynda Deorio, Nancy Karpinski, Larry Liberatore

Trustees Excused: Joe Runkle

Staff Present: Lisa Carr, Dixie Warner-Webert, Melanie Shernesky

Guest: Elaine Buffington of Buffington and Hoatland CPAs

The meeting was called to order at 4:02 pm at the Library and via zoom

Elaine Buffington presented the 2021 financial audit. Audit went very well. Melanie does a very good job keeping track of the various monies. Organization continues to grow, controls are strong, audit is considered clean.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Taken/Next Steps</b>
<b>CONSENT AGENDA</b>		
<b>Minutes 3/22/2022 Meeting</b> <b>Committee Reports:</b> <b>Building Committee 3/31/2022</b> <b>Finance Committee 4/18/2022</b> <b>Board Governance 4/14/2022</b>		<b>Motion by Lynda Deorio to accept the Consent Agenda, seconded by Ellen Dellostritto, approved unanimously.</b>
Motion to amend agenda to include: <ul style="list-style-type: none"> <li>• authorization to hire ATIS to review elevator specs for West Lobby construction (\$3100)</li> <li>• update on West Lobby construction</li> <li>• inventory of surplus property is tabled to next month</li> </ul>	Dates of upcoming meetings on the bottom of agenda are incorrect. Lisa will email correct May meeting dates.	<b>Motion by Lynda Deorio to accept the Consent Agenda, seconded by Ellen Dellostritto, approved unanimously.</b>
<b>ACTION ITEMS</b>		
<b>Finance Statements March 2022</b>		<b>Motion to accept the Financial Statements for March 2022 by Ellen Dellostritto, seconded by Clyde Howard, approved unanimously.</b>
<b>Claims March 2022</b>		<b>Motion by Ellen Dellostritto to accept the Claims for March 2022, seconded by Russ Harkins, approved unanimously.</b>
<b>Elevator Specs Review</b>		<b>Motion by Clyde Howard authorizing Lisa Carr to sign a contract with ATIS for an on-site review of the elevator specs for \$3100 dollars, seconded by Russ Harkins, approved unanimously.</b>
<b>990</b>	<ul style="list-style-type: none"> <li>• Board members requested more time to review the 990. Lisa will email the digital copy of the 990 and asked Trustees to review and respond via email by May 2, 2022.</li> <li>• Nancy Karpinski cast her vote to accept the 990.</li> </ul>	
<b>DISCUSSION ITEMS</b>		
<b>West Lobby Progress Report</b>	Lisa reported that demolition is 95% complete; holes in the walls for windows by end of the week. City has issued the building permit.	

<b>Library Foundation Update</b>	<p>Nancy Karpinski reported that the Foundation has met two times recently. Updates include:</p> <ul style="list-style-type: none"> <li>• Roof project bids out in June.</li> <li>• Proposing to name East Reading Room after Walter Lowe.</li> <li>• Foundation has received \$50,000 from the French and Metcalf Foundations towards the roof.</li> <li>• Ally Colvin-new member of the Foundation board.</li> <li>• Russ Harkins thanked the Foundation for taking the lead on getting the roof repaired.</li> </ul>
<b>Friends of Library Update</b>	<p>Lynda Deorio attended the latest meeting, Friends have 13,115 in their treasury, new officers elected and they will have a table at the Lake Ave. Garage Sale. Membership stands at 250.</p>
<b>Strategic Planning Update</b>	<p>No official committee yet, Board Governance is discussing; a volunteer facilitator is needed.</p>

The meeting was adjourned at 5:18 pm.

**Next Regular Board of Trustees Meeting: May 24, 2022, 4:00 pm.**

Respectfully submitted,

Russ Harkins, Secretary