

Seymour Public Library District Board of Trustees Meeting

Date: November 22, 2022 The meeting was called to order at 4:00 pm

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

Staff Present: Lisa Carr, Dixie Warner-Webert

The meeting agenda was approved unanimously with changes: addition to action items: use of a portion of capital reserve to pay deposit for snow removal and release of conditional grant advance, on a motion by Meg Vanek, seconded by Lynda Deorio.

Agenda Item	Discussion	Action Taken/Next Steps
CONSENT AGENDA		
Minutes 10/25/2022 meeting November 2022 Library Report Committee Reports: Board Governance 11/10/22 Finance 11/12/22 Building Committee 11/16/22		Consent Agenda approved on a motion by Lynda Deorio, seconded by Clyde Howard, approved unanimously.
PUBLIC COMMENT none		
UPDATES		
Friends of Seymour Library	Lynda Deorio gave an update: bank balance stands at 12,995.97. Made 506 on the Book Sale. Local Author event garnered 50-60 people, made 300 dollars. There are 253 members.	
Seymour Library Foundation	Larry Liberatore reported that the meeting between District and Foundation representatives took place; both sides will continue to talk.	
Finger Lakes Library System	No news to report	
Building Committee Member	Andrew Roblee was appointed to Building Committee by Board consensus.	
Agenda Item	Discussion	Action Taken/Next Steps
ACTION ITEMS		
October 2022 Financial Statements	Ellen Dellostritto reported: have spent 85% of budget income, will probably go into deficit by end of year. Will start 2023 with a 49,000 deficit	Motion by Ellen Dellostritto to accept the October 2022 Financial Statements, seconded by Clyde Howard, approved unanimously.
October 2022 Claims		Motion by Ellen Dellostritto to accept the claims for October 2022, seconded by Suzanne Bench, approved unanimously.
Resignation of Joe Runkle, Trustee for Sennett	Effective November 14, 2022	Motion by Meg Vanek to accept with regret, the resignation of Joe Runkle from the Board of Trustees of the Seymour Library District, seconded by Russ Harkins, approved unanimously.
Appointment of new Trustee to represent Sennett		Board Governance will nominate a candidate at a future meeting.
Appointment of Trustee to Seymour Library Foundation Board	Clyde Howard nominated, he accepted.	Appointment of Clyde Howard to Seymour Library Foundation Board by consensus.
Strategic Planning Committee	Russ Harkins reported: new Ad Hoc SP Committee members: Lisa Carr, Dori Gottchalk-Fielding, Drew Urbanek, Clyde Howard, Susanne Bench.	
Capital Reserve Draw	Lisa Carr requested a \$4000 draw from the Capital Reserve for a deposit on snow	Motion by Russ Harkins to draw 4000 from the capital reserve fund to pay deposit for snow

	removal; Total contract amount 8000. Balance in Capital Reserve: 14,000.	removal, seconded by Lynda Deorio, approved unanimously.
Release of Conditional Advance	Lisa Carr reported that the West Lobby project is substantially completed and asked the Board to release the Conditional Grant Advance of \$282,674, allowing the revenue to be recognized on the P&L.	Motion by Russ Harkins to release the conditional advance of 282,674, seconded by Ellen Dellostritto, approved unanimously.
DISCUSSION ITEMS		
Board Governance Update	Russ Harkins reported that an ad hoc Strategic Planning Committee has been formed, will have a consultant in place by spring.	
Policy Review:		
Disposal of Surplus Property		Motion by Clyde Howard to accept the Disposal of Surplus Property Policy, seconded by Lynda Deorio, approved unanimously.
Trustee Education	Trustees must have training as per NYS law. Policy word change from Chair to President. Board President must be notified when a Trustee completes a training module.	Motion by Clyde Howard to accept the Trustee Education policy with word change from Chair to President, seconded by Suzanne Bench, approved unanimously.
SPLD Bylaws	Changes made to Bylaws: updates to address training, gender-neutral language, one vote per Trustee, removal of a Trustee, default resignation.	Motion by Lynda Deorio to add changes to the SPLD Bylaws, seconded by Meg Vanek, approved unanimously.
Important Meeting Dates:		
Board Governance 12/8/22 3pm		
Strategic Planning 12/14/22 1pm		
Finance 12/19/22 4:30 pm		
Board of Trustees 12/27/22 4pm		

The meeting adjourned at 5:15 pm

Next Regular Board of Trustees Meeting: December 27, 2022 4:00pm

Respectfully submitted,

Russ Harkins, Secretary