

Seymour Public Library District
Board of Trustees Meeting
Date: May 23, 2023

Trustees Present: Susanne Bench, Lynda DeOrio, Cindy Baney, Russ Harkins, Larry Liberatore, Clyde Howard
 Trustees Excused: Debbie Daloia, Meg Vanek

Guests (via zoom): Elaine Buffington of Dannible & McKee, LLP, Michael Trapani from the Finance Committee

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

The meeting was called to order at 4:00 pm by Larry Liberatore, President.

The Agenda was approved on a motion by a motion by Clyde Howard, seconded by Lynda DeOrio, approved unanimously

Elaine began reviewing the audit by bringing up an issue which the Trustees will have to address. The Library receives a distribution from three charitable trusts and does not have access to the principal. The trusts are the Dorothy George Trust, Osbourne fund held by the Seymour Library Foundation, and the Dixon and Mary Blodgett Trust. In the past the Library has recognized the income received on the P&L. However, according to Generally Accepted Accounting Principles (GAAP), the value of the portion of the trust attributed to the Library (by the donor) should be recorded on the Balance Sheet, making it seem as if the Library has more assets than it really does. After discussion, the consensus was to go with GAAP rules rather than having a qualified opinion on the audit. Elaine suggested including a chart in the notes to detail information on the trusts. She continued to review the audit; there was a 500,000 decrease in assets, but a 900,000 improvement to the building (due to the Family Space and West Lobby projects).

Agenda Item	Discussion	Action Taken/Next Steps
CONSENT AGENDA		
Minutes of the April 25, 2023 meeting May 2023 Library Report April 2023 Social Media Report Committee reports: Board Governance 5/11/23 Building 5/11/23 Finance 5/15/23		The Consent Agenda was approved unanimously on a motion by Russ Harkins, seconded by Susanne Bench.
PUBLIC COMMENT none		
UPDATES		
Friends of Seymour Library	<ul style="list-style-type: none"> • Lynda DeOrio reported the Friends bank balance is \$33,313. They made \$1,232 on the Lake Ave Yard Sale. • The Garden Tour (7/9/23) will include 8 garden and 5 plein air artists. • The Friends will have a table at the Farmer's Market beginning June 14th. • The Local Author Expo will take place October 14. 	
Seymour Library Foundation	Clyde Howard reported the Foundation will be reviewing their audit June 9.	
Finger Lakes Library System/State Library	Lisa Carr reported that the presentation by Rachel Reis, Cayuga County Civil Service, counts as 30 minutes towards the Trustee Education requirement.	

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<i>ACTION ITEMS</i>		
April 2023 Financial Statements		April 2023 Financial Statements were approved unanimously on a motion by Lynda DeOrio, seconded by Susanne Bench.
April 2023 Claims	Molly Lalonde audited the claims.	April 2023 Claims were unanimously approved on a motion by Clyde Howard, seconded by Russ Harkins.
Landscape Architect Proposal from Beardsley Architects & Engineers		Tabled
Sexual Harassment Prevention Policy	Updated to conform with NYS Policy language. Changes include addressing remote workers, includes more examples of sexual harassment, discrimination, and retaliation, adds language regarding gender diversity and gender-based harassment and discrimination.	Motion by Clyde Howard to accept the Sexual Harassment Prevention Policy as written. Seconded by Lynda DeOrio, approved unanimously.
<i>DISCUSSION ITEMS</i>		
New Business	Russ Harkins disclosed that he is resigning from the Board of Trustees effective July 10, 2023 as he is moving from Sennett into Auburn. Russ intends to stay on Board committees as a community member.	

Upcoming Meetings and other dates

Board Governance, 6/8/23 @ 3:00 pm
 Library closed, 6/19/23 for Juneteenth holiday
 Finance, Tuesday, 6/20/23 @ 4:30 pm
 Board of Trustees, 6/27/23 @ 4:00 pm

The meeting was adjourned at 5:13 pm

Next Regular Board of Trustees Meeting: June 27, 2023 4:00 pm