

Present: Philip A. Bean, Diana L. Koury, Evon M. Ervin, Paula J. Flisnik, Gabriel J. Hage, F.X. Matt III, Ruth A. Pugliese, Kathleen Salsbury, Helen S. Schwartz, Christopher Sagaas, Heidi McManus, Sara Billman

Excused: Robert W. Dicks Jr., Julia A. Fernandez, Raina L. Goldbas, Linda T. Madore, Anthony Spiridigloizzi

Conflict of Interest Review

There were no conflicts of interest.

- Approval of the 4/20/2023 Board of Trustees Meeting Minutes.

On motion of Gabe Hage and seconded by Helen Schwartz the 4/20/2023 Board meeting minutes were unanimously approved.

Old Business

- Nothing outstanding at this time. See Director's Report.

May 2023 Director's Report

- The Library received tentative approval from The City of Utica for Community Development Block Grant (CDBG) funds to cover the cost of the increased proposal for the stone pillar repairs from Lupini Construction, Inc.. This means The Library will be reimbursed for 100% of the costs of the DRI project as long as the funding receives final approval from The City.
- Chris reviewed the updated parameters of the 2023 Central Library Services Aid (CLSA) Agreement and requested the trustees approve.

On motion of Kathleen Salsbury and seconded by Diana Koury the 2023 CLSA agreement was unanimously approved.

- Chris requested approval for the Women Paint Women (WPW) art exhibit reception to serve alcohol, pending receipt of proof of insurance. The reception is scheduled to take place on Thursday, June 1st and Chris encouraged the trustees to attend.

On motion of Gabe Hage and seconded by Helen Schwartz serving alcohol at the WPW art exhibit reception on June 1st, 2023 was unanimously approved.

Governance Committee

- Long Range Planning Committee: The Community Stakeholders Meeting has been pushed to the end of June. Gabe is working on finding shared availability among all participants. Gabe met with the staff at Staff Development Day and was encouraged by all they had to share.

April 2023 Financial Report

Diana Koury reviewed the May Budget Report with April 2023 data.

- It's the first month of the new fiscal year.
- Salaries & Benefits are up due to bonuses and raises.
- Income is slightly up from this time last year due to receiving a tax levy payment from the Utica City School District (UCSD).

- Investments are up \$10,000.

On motion of Ruth Pugliese and seconded by Kathleen Salsbury the May Budget Report was unanimously approved.

Diana reviewed the April 2023 Disbursements Report and confirmed that all expenses \$500 and over were approved by two Board Officers prior to payment. Payroll and utilities expenses do not require prior approval.

- Chris noted that trustees should see more disbursements coming from Bank of Utica instead of Adirondack Bank as The Library fully transitions its operating account.

On motion of Paula Flisnik and seconded by Helen Schwartz the April disbursements were unanimously approved.

New Business

- Chris notified the trustees that he plans to host Trustee training with Katie Smith of Mid York Library System at The Library immediately following the next board meeting. This would be a two hour training that would allow attendees to meet the minimum requirement for annual trustee training. Food will be provided. Chris will send out more communication as the date approaches.
- The Library tax levy increase was approved by a two to one margin. Chris noted this was the case in four out of five years a levy has been put on the ballot since 2018.
- Amanda Stewart, Head of Youth Services, volunteered for and was chosen as a reviewer for math early literacy modules that are part of the New York State Library's Libraries Count grant work. Amanda will pilot the first two modules over the summer and provide feedback to the researchers with the end goal of making these modules and resources available to public library staff for free through WebJunction.
- Chris met with interim UCSD Superintendent Brian Nolan. That meeting resulted in a workshop held at The Library on Superintendent's Conference Day with UCSD librarians to discuss ways to collaborate and inform them of the various resources available to them through The Library.
- Three supervisors will be attending Supervisor Training on June 7th as part of ongoing skill set training for staff.

The next Regular Board Meeting will be held on Thursday, June 15th @ 4pm. The Annual Meeting follows the conclusion of this meeting.

On motion of Diana Koury and seconded by Paula Flisnik the trustees unanimously agreed to adjourn the meeting.

Respectfully submitted,
Sara Billman