

**Tivoli Free Library
Board of Trustees Meeting
February 20, 2024**

Present: Laura Gail, Lisa, Hildegard, Gautam, Jeanette, Mary, April, Andy, Deborah, Katie, Danielle, Michele

Absent: None

Also Present: Felicia Keesing, Franz Nicolay

President Laura Gail opened the meeting at 6:30 p.m. and welcomed Felicia and Franz.

Minutes: Mary questioned the accuracy of sentence #2, paragraph #2 on page 3 under E. Ad-hoc Search Committee which reads as follows: “Andy stated that the search committee intends to refer recommended candidates to the full board and to find a format such as a presentation with a prompt for the full board to meet the candidates.” There ensued comments about the accuracy of use of the word “intends” with Andy commenting that he could not resolve the issue. A vote to change the minutes was defeated: 1 aye, 5 nays, 4 abstentions. The minutes of the January 16, 2024 meeting were approved as presented on a Gautam/Jeanette motion with 3 abstentions.

NOTE: Danielle arrived during the Director’s Report so was not present for the vote on the approval of the January 16 minutes.

Director’s Report: Michele informed the board of three additions to her report: She is going to continue the Employee Assistance Program which provides a telephone number for employees to call for assistance/information; March 12 the library will have a short closure for a NARCAN training for staff; and, on March 21 there will be a Bard student filming the library.

On an April/Gautam motion the Director’s Report was accepted as presented. (Report Attached)

Treasurer’s Report: Gautam presented the report as follows:
Treasurer’s Report

January 2024

Income	\$ 91,661.55
Expenses	12,737.94

Contingency Fund	\$ 60,445.66
Capital Fund	339,065.57

On an Andy/Deborah motion the Treasurer's Report for January was unanimously accepted as presented. On a Lisa/Hildegard motion the Warrant for 1/12/24-2/15/24 was unanimously approved.

Committees:

Facilities & Tech – Did not meet.

Finance – Met over zoom on February 12. The committee discussed increasing either the 259 funding, the 414 funding or both for the 2025 budget and what the amount of increase would be. The committee recommends that we ask for a 7% increase under the 259 funding for the 2025 budget. This is a \$15,071 increase. Gautam explained that this means going over the tax cap of 2%. If the request is voted down we would remain at the level received now. Our increased request is personnel driven to help pay for a new director and eventually a full time programmer. On a Andy/Gautam motion the recommendation to ask for a 7% increase in 259 funding was unanimously approved.

Also discussed were financial details regarding Michele's retirement, a new short-term, structured agreement to cover the completion of the Director Search and assistance to a new Director. These topics will be further discussed in an Executive Session.

Governance - Met via zoom on January 31 to continue its review of the bylaws. Specifically Articles V & VI were read and reviewed. (notes attached)

Personnel – Did not meet. Lisa reported that Michele was given the Director's Evaluation.

New Trustees – Ad Hoc Nominating Committee – Lisa, Deborah, April – Reached out to ten potential candidates. Felicia Keesing and Franz Nicolay are here tonight. Other potential candidates are Joan Lobis and Elizabeth Kiefer. They were turned down by four people. Both Felicia and Franz told the board members about themselves. The following board members will be leaving: April, Danielle, Jeanette, Hildegard, Lisa and Laura Gail.

Other Business:

A. March Board Reorganization: Slate of Officers – the following slate of officers is proposed for consideration at the March meeting:

Andy	President
Mary	Vice President
Deborah	Secretary
Gautam	Treasurer

B. Director's Search – On a Laura Gail/April motion the meeting adjourned to Executive Session at 7:28 p.m. to review the financial and personnel details involved in the director search process. At this time Felicia, Franz and Michele left the room.

The Executive Session closed at 8:15 p.m. on an April/Gautam motion.

The regular board meeting resumed at 8:17 p.m. on a Katie/April motion.

C. March 5, 2024 – 6:30 p.m. meeting of the board to make a decision.

Adjournment – The meeting adjourned at 8:18 p.m. on a Jeanette/Gautam motion.

Respectfully submitted,

Hildegard Edling
Secretary