

SUFFERN FREE LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
May 28, 2024

Regular Meeting Called to Order:

President Craig H. Long called the Regular Meeting to order at 7:45 p.m. A quorum was present.

The President's opening comments were regarding the passing of Amy La Rocca, Head of Adult Reference. The President asked for a moment of silence in memory of Amy La Rocca.

Trustees Present: Craig H. Long, Warren E. Berbit, Donalee Berard, Karen Bash-Romaner, Mario F. Pensa, Erb Cooper, James J. Galvin, Michael Minevich, Mark Murphy

Absent and Excused: Darlene Alessi, Director

Staff Present: None

Public Present: None

MINUTES

Review of the Minutes of the Regular Meeting of April 16, 2024

MOTION

A motion was made by Karen Bash-Romaner, seconded by James J. Galvin, and carried to accept the Minutes of the Regular Meeting of the Board of Trustees of April 16, 2024. Motion carried.

Abstentions: Mark Murphy

Financial Report –Donalee Berard

Treasurer Donalee Berard reported from the Treasurer's April 2024 Financial Statement. (Statement attached).

- Checking balance reported at \$1,016,917 down by \$240,000 that is about the average expenses per month.
- Debt Service funds at \$403,122.
- Small funds at \$ 32,852.
- NFS account at \$ 2,725,579 (market decrease of \$50,000)
- Total Funds \$ 5,801,298.
- Income to-date at \$ 3,187,833.
- Expenses to-date reported at \$2,159,304.
- Most line items are within the 83.33% mark at this time.

MOTION

A motion was made by James J. Galvin, seconded by Mario F. Pensa, and carried to accept the financial report as presented. Motion approved unanimously.

Director's Report – Darlene Alessi

The Director's written report was submitted prior to the meeting. (Report attached).

Committee Reports:

~**Building and Grounds** –Mario F. Pensa

The Board had the opportunity to review the Director's breakdown of various projects prior to the meeting. Mario F. Pensa and Warren E. Berbit met with the Director to discuss future projects according to the Library's Strategic Plan.

A lengthy discussion followed regarding grant-funded projects, budget, and timelines. Mario F. Pensa expressed concerns about the scope of projects and potential costs emphasizing caution in compressing projects for grant funding.

Mario F. Pensa briefly updated the Board on the progress of the HVAC project.

President Craig H. Long suggested that the Building and Grounds and LRP Committees meet with the Director before the June meeting to discuss their concerns regarding the various projects.

~**Finance Committee** –Warren E. Berbit, Mario F. Pensa, Donalee Berard
No Report.

~**Personnel Committee** –Warren E. Berbit, Karen Bash-Romaner, James J. Galvin,
Michael Minevich
No Report.

~**Policy Committee** –Erb Cooper, Karen Bash-Romaner, James J. Galvin

Trustee Erb Cooper suggested updating policies to remove any specific email addresses, instead using generic addresses like Director@suffernfreelibrary.org.

~**LRP Committee**
No Report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- Budget Vote Results of April 16, 2024.

President Craig H. Long reminded the Board that the *unofficial* Budget Vote Results were approved on April 16, 2024. Results will become official when the *Board of Education* adopts the final results at their June 18th meeting. The President added that the Suffern Free Library Board of Trustees will approve the *official* results under Old Business at the next Board Meeting.

ADJOURNMENT

MOTION

A motion was made by Mark Murphy, seconded by Donalee Berard to adjourn the Regular Meeting of the Board of Trustees at 8:20 p.m. Motion approved.

Respectfully Submitted,

