

Mount Pleasant Public Library: Board of Trustees Meeting
Minutes of the Meeting of August 18, 2022

Trustees & Liaisons present: Dick Malina, Mary Ann Quinn, Julie Edwards, Marcie Krauss, James Riina, Frank Casale, Donna Gambaccini, Thomas Sialiano (Town Liaison),

Also present:

John Fearon, Library Director; Martha Mesiti, Assistant Library Director

Trustees & Liaisons absent: Rebecca Myers, Eric Neuman, David Vinjamuri (Village Liaison)

Call to order

Administrative: Trustee Krauss called the meeting to order at 7:02 pm.

Minutes

The minutes of the July 21, 2022, and the August 04, 2022, Board meetings were approved. Moved by Trustee Riina, seconded by Trustee Casale, and passed.

Opportunity to Hear from the Public: No member of the public attended the meeting

Claims of Payment

After discussion, it was moved by Trustee Quinn, and seconded by Trustee Casale, that:

It is hereby resolved that the Town Comptroller be authorized to pay all vouchers reviewed and approved by the Director and the Comptroller, for the month of August 2022, for a total of \$64,224.52

20220818-01 The motion passed.

Directors Report

Director Fearon provided a detailed review of the Library's finances with an eye to determining the amount of support the Library can reasonably and responsibly contribute to future capital improvements. The Library can draw on its trust and agency funds, its capital reserve, and on grant monies it has received. The calculation supposes that the Town and the Village will take responsibility for necessary capital repairs, as outlined in the IMA. The remaining variable is determining how much the Library can afford to pay on an annual basis to underwrite a bond for the proposed capital improvements.

Discussion then focused on next steps and the presentation of the Master Plan to the Town and the Village. HMA2 will be creating additional visuals to highlight components of the Children's Room redesign and the ideas behind it.

The Library will be opening on Sundays, starting September 25, and running through December 18. To ensure adequate – and knowledgeable – staffing, the Library proposes offering a Sunday pay rate of 1.5 times their normal rate of pay for all regularly scheduled librarians and library clerks.

After discussion, it was moved by Trustee Casale and seconded by Trustee Riina, that:

It is hereby resolved that the Library formally accepts the Master Plan developed by HMA2. In addition, the Board would like to thank HMA2 for their wonderful work: the vision they have created is inspiring.

Further, the Board approves the attached memo, Library's Ability to Contribute to Future Capital Projects.

Director Fearon is authorized to share both the Master Plan and the memo with the Town and Village.

20220818-02 The motion passed.

After discussion, it was moved by Trustee Edwards and seconded by Trustee Malina, that:

It is hereby resolved that the Director Fearon be authorized to sign an agreement with HMA2 for additional architectural services, for a sum not to exceed \$6,500

20220818-03 The motion passed.

After discussion, it was moved by Trustee Gambaccini and seconded by Trustee Malina, that:

It is hereby resolved that regularly scheduled Library staff will be paid the equivalent of 1.5 times their hourly rate of pay for Sunday duty.

20220818-04 The motion passed.

Trustee Quinn moved for adjournment at 7:40 pm, seconded by Trustee Malina.

Next regular meeting: Thursday, September 15, at 7:00 pm.

Respectfully submitted,
Mary Ann Quinn
Secretary

Memo: Library's Ability to Contribute to Future Capital Projects

The following calculation details the Library's ability to part finance future projects at the Branch Library and the Main Library.

This is a good faith estimate of the Library Board of Trustees. It needs to be understood the following assumptions are in place:

- The Board is running down its Capital Reserve on the understanding that future capital projects (such as the drainage project) will be funded by the municipalities as per IMA
- Line 299 can be used to make repayments on municipal bonds. For 2023 it is budgeted at \$175,000: based on current interest that equates to approximately a \$2.7m bond.
- The increase in Line 299: Capital is contingent upon a 1.9% funding increase in 2023
- The Library's Trust & Agency reserves are to be used to fund improvements to the Library, not maintenance type projects
- There is a \$210,000 allowance for the Drainage Project. If this project is significantly more expensive, it will reduce available funds
- The calculation is based upon the Library's financial position effective August 18, 2022, and is subject to change

A. Trust & Agency Funds	\$1,750,000
B. Capital Reserve	\$550,000
C. Unrestricted Reserve	\$250,000
D. SAM Grant	<u>\$250,000</u>
Sub-total	\$2,800,000
E. Estimated Bond (to be under-written)	<u>\$2,700,000</u>
Total	<u>\$5,500,000</u>

Estimate of Library's ability to contribute to future capital improvements