

SUFFERN FREE LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING/MAY 26, 2020
ZOOM BOARD MEETING

The regular meeting of the Board of Trustees was held on May 26, 2020 via zoom.
President Craig H. Long called the meeting to order at 7:35 p.m.

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

Absent and Excused:

Staff Present: Carol Connell Cannon

Public Present: Sharon Aperto, Hank Berman

MOTION

A motion was made by Mario F. Pensa, seconded by Donalee Berard, and carried to accept the minutes of the regular meeting of February 25, 2020. Motion approved unanimously.

Abstentions: James J. Galvin

Treasurer's Report –Mario F. Pensa

The Treasurer reported from the April 2020 Cash Balance Sheet and Financial Statement:

- Operating funds decreased \$193,358.
- Total Operating Funds were reported at \$1,664,429.
- NFS Investment Funds were reported at \$1,999,164.
- Total Reserve Funds were reported at \$2,406,278.
- Total Funds \$4,070,706.
- Income from fines and other rentals reported below estimates.
- Variable Income was reported below average estimates at \$1,035.
- Monthly Expenses were reported at \$188,083.
- Above average expenses are: Professional Salaries, Microform Periodicals, Electronic Resources, Insurance, Building Services Contracts, Rental Equipment Maintenance and ANSER.
- Overall, Budget remains below estimates for this period.

MOTION

A motion was made by Karen Bash-Romaner, seconded by James Galvin, and carried to accept the Treasurer's report as presented. Motion approved unanimously.

Library Director's Report –Carol Connell Cannon

Carol reported what the staff is doing through emails during this time. Everyone is keeping active and learning new skills via Niche Academy. Karen Bash-Romaner asked that the Library's Reopening Plan be shared with the Board.

Committee Reports:

Building and Grounds –Mario F. Pensa

Nick D’Ambrosio of *Don’t Be Alarmed* and his technicians have been working on the surveillance project now that the trenching is done.

~Book Sale

Book sales are on hold for the immediate future.

~Finance Committee –Warren E. Berbit, Mario F. Pensa, Donalee Berard

Louis D. Orazio of *Orazio Financial Services* recommended via email a few changes to the Library’s Portfolio. The Board agreed to the recommended changes, with Michael Minevich abstaining.

Donalee Berard mentioned that the Library will be applying for the employee retention credit against payroll taxes.

~Café Committee –Donalee Berard

The Café project is on hold due to Covid-19. Carol will contact Carlos Martinez of *BRiDGES* as to plans to move forward.

~Nominating Committee –Michael Minevich

Michael Minevich, Chair of the Nominating Committee, presented the slate of officers for 2020 as follows:

Craig H. Long, President
Warren E. Berbit, Vice President
Mario F. Pensa, Treasurer
Karen Bash-Romaner, Secretary

Michael Minevich motioned to accept the slate of officers as presented. Seconded by James Galvin. Motion approved unanimously.

Old Business:

~Long Range Plan

Progress on the LRP is on hold at this time.

New Business:

Finance Committee –Warren E. Berbit, Mario F. Pensa, Donalee Berard

MOTION

Donalee Berard made a motion to accept the revised budget for Fiscal Year 2020-2021. Warren E. Berbit seconded the motion. Motion approved unanimously.

MOTION

Erb Cooper made a motion to refrain from holding a Library Budget Vote for the FY 2020-2021. Michael Minevich seconded the motion. Motion approved unanimously.

MOTION

A motion was made by Karen Bash-Romaner, seconded by Mario F. Pensa, and carried to adjourn the meeting at 9:05 p.m.

Respectfully Submitted,

Karen Bash-Romaner
Secretary

