



Fayetteville Free Library
Board of Trustees Meeting Minutes
March 19, 2019

Present: R. Ludwig- Co President, D. Wheeler- Co President, S. Pralle- Secretary, P. Curtin- Treasurer, Trustees- D. Pasinski, B. Bower, H. Matzel- Interim ED; E. Burnham- Director of Finance

Excused: K. Bybee

Absent:

5:15pm Ludwig calls meeting to order

Public comment:

No public comments

Approval of minutes:

Wheeler calls for motion to approve; Bower (M); Curtin (S); unanimous vote to approve.

Treasurer's report: Curtin presents Treasurer's report

- IRS accepted form 990 for June 30, 2017. We are now amending June 30, 2018.
- February financial statement shows:
 - Investment in money market account has yielded over \$8000.
 - Favorable variance of \$39,000
 - FFL will put positive variance toward building maintenance, as authorized by the Finance Committee
 - Café loss of \$16,000 (around \$2000/month as cost of providing service)
- Wheeler calls for motion to accept report; Pasinski (M); Bower (S); unanimous approval

Budget Proposal 2019-2020: Curtin presents budget proposal

- Proposal was approved by finance committee
- Budget asks for 1.90% increase in tax referendum
- Curtin calls for following resolution:
 - RESOLVED that, pursuant to General Municipal Law 3-c(5), the Board of Trustees of the Fayetteville Free Library does not override, for the 2019-2020 fiscal year, the tax levy limit imposed by Municipal Law 3-c(3).
 - Bower (M); Pasinski (S)
 - 6 in favor; 0 opposed;
 - Resolution passes

Curtin presented the budget by line item. The total increase in income is \$38,700 or 1.98%. The major change in expenses is a shift from personnel expenses to allocate more to building and grounds and capital improvements. Much building work has been deferred and is being addressed with a plan to keep the building in better repair. This plan calls for increasing the mortgage in the fall of 2019 when the refinancing is required. A 2% estimated salary increase is included, a decrease in Professional Development and Travel and expanded health insurance costs.

- Ludwig calls for motion to accept proposed budget; Pralle (M); Bower (S); unanimous approval.

Co-president's report: Ludwig

- Shared services committee will wait until April to begin meeting with Manlius library staff so the new Executive Director can participate.
- Communication with Stickley continues.
- Preliminary interviews for ED completed. Kate McCaffrey helped to vet and narrow down candidates. Interviews with finalists to be scheduled in next weeks.
- Thanks to the search committee for their work: Bower, Bybee, Mike Cimino and Leah Kraus.
- Thanks to Board for hard work to get us here.

Executive Director Report: Interim Director Matzel presented impact summary report for January 1-Feb. 28, 2019

Facilities Committee Report: Wheeler

- Committee met and considered long and short term facilities needs
- Cost of roof replacement is around is about \$200,000. Roof is fine for now but need to keep cost in mind for the future.
- Cost estimate from VIP structures to renovate East Wing is almost \$1 million. This is not priority right now.

Policies and Procedures Committee Report: Bower

- Committee is continuing to make progress on reviewing policies

Ludwig calls for motion to go into executive session to discuss personnel matters; Curtin (M); Bower (S); unanimous approval.

Board goes into executive session at 6:16pm.

Board resumes regular session at 6:40pm.

Ludwig calls for motion to end meeting; Bower (M); Curtin (S); unanimous approval.

Meeting ends at 6:41pm.

Respectfully submitted,
Sarah Pralle, Treasurer