

FLORIDA PUBLIC LIBRARY
Monthly Meeting Minutes – July 11, 2022

I. Call to Order at 6:31 pm

Board Members Present: N. Scott, S. Kosior, S. Taylor, D. Arcieri, T. Carey,
R. Kamrowski

Board Members Excused:

Board Members Absent:

Also Present: Director Sgombick

Members of the Public: Treasurer Deborah Slesinski

II. Oath of Public Office

Trustees Arcieri, Carey, & Taylor by President Scott sworn in.

III. Report of Nominating Committee – Trustee Kosior, no news to report.

IV. Election of Officers

President: Nancy Scott

Vice President: Ronald Kamrowski

Secretary: Sara Taylor

VOTE: YES 6 NO 0

President Scott presides.

V. Trustee Appointment

Motion by D. Arcieri seconded by S. Taylor to appoint Ashley Dinsmore to the unexpired term of Laura Fernandez beginning August 1, 2022 through June 30, 2023.

VOTE: YES 6 NO 0

Trustee Dinsmore will be sworn in at the August meeting.

VI. Minutes

Motion by S. Kosior seconded by R. Kamrowski to approve the minutes of the June 6, 2022 meeting as printed.

VOTE: YES 6 NO 0

VII. Announcements and Comments from the Public

VIII. Treasurer's Report

Motion by R. Kamrowski seconded by N. Scott to accept the preliminary financial report for Fiscal Year 2021-2022 as printed/corrected and to finalize the budget with the following transfers:

Transfer \$234.85 from Newspapers (5030) to Databases & E-books (5090)
Transfer \$685.22 from Answer Maintenance (5640) to Computer Supplies/Software (5617)
Transfer \$492.92 from Printing Supplies (5635) to Equipment -Computer (5615)
Transfer \$174.94 from Payroll Services (6615) to Salaries (6000)

VOTE: YES 6 NO 0

IX. Warrant Schedule for July

Motion by T. Carey seconded by D. Arcieri to approve the Warrant Schedule for July as printed.

VOTE: YES 6 NO 0

X. Treasurer's Annual Report on Investments

Motion by T. Carey seconded by S. Kosior to accept the Treasurer's Report on Investments for the fiscal year 2021-2022 as printed/corrected.

VOTE: YES 6 NO 0

Treasurer recommended a transfer to the Capital Reserve Account for the surplus savings.

XI. Bullet Aid

Motion by D. Arcieri seconded by T. Carey to amend the 2022-2023 Fiscal Year Budget by transferring \$15,000 from the checking account to the Revenue line (4203) Use of Fund Balance and the Expense line (6526) Building Planning.

Note: This allows us to spend the remaining Bullet Aid which was received in the 2021-2022 fiscal year in the 2022-2023 fiscal year.

VOTE: YES 6 NO 0

XII. Director's Report

Motion by N. Scott seconded by S. Kosior to accept the Director's Report as corrected.

VOTE: YES 6 NO 0

XIII. Communications

1. Letter of Interest & Resume for Trustee Vacancy from Ashley Dinsmore.
2. Thank you letter from Kendal Kless, Founder of Boxes for Soldiers, thanking us for setting up a donation box in lobby.
3. Audit Letter from Nugent & Haeussler, PC – Audit schedule for Sept. 28, 2022.
4. Thank you notes to S. Kosior, P. Mafata & Mr. & Mrs. Brian O'Sullivan for donations.
5. ILS & IT Agreements from RCLS
6. Orange County Department of Human Resources – Library Assistant (Children's Services) exam.

XIV. Committee Reports

- A. Finance** – Vacant
- B. Personnel** – Trustee Kamrowski – no report
- C. Nominating** – Trustee Kosior – see earlier motion
- D. House** - Trustee Carey – no report

XV. Unfinished Business

- A.** IT & ILS Agreements – attached for discussion. Feel free to attend one of the following online information sessions:
 - Tuesday, July 19 @ 6:30 p.m.
 - Wednesday, July 20 @ 10 a.m.
 - Monday, August 1 @ 10 a.m.
 - Tuesday, August 2 @ 6:30 p.m.
- B.** Trustee Vacancy – received letter of interest & resume from Ashley Dinsmore
- C.** Lothrop Agreement – working out language between attorney & architect.
Director Sgombick to meet with Attorney Steve Spiegel week of July 17th.

XVI. New Business

A. Standing Committee Appointments for 2022-2023

Finance: 1. Chairperson R. Kamrowski 2. T. Carey 3. D. Arcieri

Personnel: 1. Chairperson D. Arcieri 2. A. Dinsmore 3. S. Kosior
(effective 8/2/22)

Nominating: 1. Chairperson S. Taylor 2. A. Dinsmore 3. S. Kosior
(effective 8/2/22)

House: 1. Chairperson T. Carey 2. S. Taylor 3. R. Kamrowski

B. Appointment of Treasurer

Motion by D. Arcieri seconded by R. Kamrowski to appoint Deborah Slesinski to the position of Treasurer for the 2022-2023 fiscal year with an honorarium of \$550.

VOTE: YES 6 NO 0

President Scott swore in Treasurer Slesinski

C. Designation of Bank

Motion by D. Arcieri seconded by S. Kosior to designate Webster Bank and Connect One as official depositories for library monies and for day-to-day operations, also any other bank located in the County of Orange and authorized to accept public monies, may be used for investment purposes.

VOTE: YES 6 NO 0

D. Appointment of Bookkeeper

Motion by T. Carey seconded by D. Arcieri to appoint Christine Arner to the position of Bookkeeper for the 2022-2023 fiscal year, at a cost of \$ 4,200.

VOTE: YES 6 NO 0

E. Fee for Use of the Library by Outside Groups

Motion by R. Kamrowski seconded by S. Kosior to charge outside groups a fee of \$ 15 per hour for use of the library.

VOTE: YES 6 NO 0

F. Official Newspapers

Motion by R. Kamrowski seconded by S. Kosior to designate *The Warwick Valley Dispatch* and *The Goshen Independent* as the library's newspapers of record for legal notices.

VOTE: YES 6 NO 0

G. Attorney

Motion by D. Arcieri seconded by S. Taylor to appoint Spiegel Legal as legal counsel for the 2022-2023 fiscal year at an hourly rate of \$200 per hour.

VOTE: YES 6 NO 0

H. Election Clerk

Motion by S. Kosior seconded by S. Taylor to appoint Debra Violetto as Election Clerk for the purpose of overseeing and making all arrangements for the 2023 library election.

VOTE: YES 6 NO 0

I. Annual Budget Vote and Trustee Election

Motion by T. Carey seconded by D. Arcieri to hold the annual budget vote and trustee election on Thursday, April 13, 2023.

VOTE: YES 6 NO 0

J. Board Meetings

Per the bylaws, the Board of Trustees shall designate a day and time for monthly board meetings.

Motion by R. Kamrowski seconded by S. Taylor to designate the first Monday of the month at 6:30 p.m. as the meeting day and time for monthly board meetings.

VOTE: YES 6 NO 0

K. Signatories on Library Checks

Motion by S. Kosior seconded by D. Arcieri to authorize President Scott and Treasurer Slesinski to be signatories on any checks issued by the Florida Public Library, either signature alone being valid, for the 2022-2023 Fiscal Year.

VOTE: YES 6 NO 0

L. Donations

Stella Kosior -IMO Brenda Lempka - \$25
Pitso Mafata - \$100
Diane & Brian O’Sullivan - \$50
Yard Sale - \$783

Motion by D. Arcieri seconded by T. Carey to accept \$958 in donations, thank the donors and credit this amount to the Donations line (4050) of the budget.

VOTE: YES 6 NO 0

The Friends of the Florida Public Library also donated \$150 for the featured poets for the upcoming Poetry Café. Checks were written directly to the poets.

M. Targeted Donations

\$350 – Friends of the Florida Public Library -

Motion by R. Kamrowski seconded by S. Taylor to accept \$350 in from the Friends of the Florida Public Library and credit this amount to the Targeted Donations line (4060) and the Summer Reading Line (5248) of the budget.

VOTE: YES 6 NO 0

N. Personnel

Motion by T. Carey seconded by D. Arcieri to approve the promotion of Beth Harcum-Pskowski to the permanent, part-time position of Library Assistant (Children’s Services), effective 7/1/2022 at a wage of \$17.05 per hour.

VOTE: YES 6 NO 0

O. Conflict of Interest Forms – Trustees N. Scott, S. Kosior, S. Taylor, D. Arcieri, T. Carey, R. Kamrowski and Treasurer Slesinski signed forms and returned to Director Sgombick.

P. Items for Future Agendas

1. Motion to approve IT & ILS Agreements
2. Oath of Office – A. Dinsmore
3. Lothrop Agreement: status with final language

XV. Adjournment

Motion by R. Kamrowski seconded by S. Taylor to adjourn at 7:38 p.m.

VOTE: YES 6 NO 0

Next Meeting: Regular Monthly Meeting, Monday, August 1, 6:30 p.m.

Respectfully Submitted by: Sara Taylor