

Ulysses Philomathic Library
Minutes of Board of Trustees Meeting
February 21, 2023

Meeting called to order 7:04pm

UPL Board members present: S.Knapp, President; S.Anderson, M.Bertrand, T.Butler, R.Carver, D.Higareda, C.Mannino, R.Montana

UPL Board members absent: D.Breeden

Also Present: L.Mielenhausen, Library Director; Charles Kee, Paul Bursic

Public Comments:

Action Items:

Approval of Agenda, motion made by S.Knapp, second by C.Mannino to approve agenda. No further discussion, Unanimous.

Approval of December 2022 minutes, motion made by C.Mannino, second M.Bertrand. One correction to list S.Anderson as guest.

Approval of minutes of Special January 2023 meeting, motion made by C.Mannino, second S.Anderson. No further discussion. Unanimous.

Motion made by C.Mannino to approve the December 2022 and January 2023 expense reports, second by S.Anderson. No further discussion. Unanimous.

Motion to approve Internal Committee members C.Mannino, T.Butler, S.Knapp, R.Carver, R.Montana made by S.Anderson, second T.Butler. Unanimous.

Motion to approve Claims Audit Committee members S.Knapp, D.Higareda, T.Butler, M.Bertrand made by S.Anderson, second by D.Higareda

Motion to approve 2022 Annual Report to the State made by C.Mannino, second T.Butler. No further discussion. Unanimous.

Motion was made to approve the updated Library Card policy by R.Montana, second C.Mannino. No further discussion. Unanimous.

Motion was made to approve the updated Exhibit & Agreement policy made by C.Mannino, second S.Anderson. No further discussion. Unanimous.

Motion was made by C.Mannino to approve up to \$3,000 toward expenses related to gifting of small portion of Ullberg property located at 8 South St. adjacent to the Library, second T.Butler. No further discussion. Unanimous.

Motion was made by R.Montana to approve the Ullberg property line adjustment transfer located at 8 South St and authorizing Cynthia Mannino to act on behalf of the Board of Trustees, and to sign needed documents on behalf of the library. Second M.Bertrand. No further discussion. Unanimous.

Motion was made by R.Montana to approve External Committee members R.Montana, chair; C.Manino, M.Bertrand, S.Anderson, R.Carver; second by M.Bertrand. No further discussion. Unanimous.

Motion was made by D.Higareda to approve Governance Committee members S.Knapp, chair; D.Higareda, D.Breeden, M.Bertrand, S.Anderson, R.Carver; second by M.Bertrand. No further discussion. Unanimous.

Motion made by C.Mannino to appoint C.Kee and P.Bursic to Board of Trustees of UPL until Dec. 31, 2023, second S.Anderson. No further discussion. Unanimous.

Treasurer's Report by C.Mannino:

Review of December & January expense reports

IRA fix will be resolved by March

2022 4th quarter true-up report

Director's Report by L.Mielenhausen

March 13 LD invited to Trumansburg Village meeting to discuss \$5,000 request for funds

Updating Library Card policy

Updating Exhibit agreement & policy

Committee Reports

2022 Annual Report to the State by C.Mannino

Discussion of Internal Committee duties by C.Mannino

Building & Grounds by R.Carver- he will be the interim chair; discussion of LandPort software use and the need to obtain letter from Racker of this gift.

Discussion of External Committee duties

Book sale dates April 26-30, held indoors

Candlelight dinner will be Nov 4 at Presbyterian Community Hall; S.Anderson will lead event along with M.Bertrand.

Association Membership letters will be ready to distribution and mailing by Feb. 28. Raffle incentives from Sweetland Farm, Atlas, Sheldrake Winery, Main St. Market.

Discussion of Governance Committee duties

Discussion of Keys and password policy for trustees to be continued.

Special Projects:

Meeting to be scheduled for Sustainability Initiative

HVAC Replacement Project-NYSERDA paper work turn in.

Discussion of property line adjustment of Ullberg property and costs.

New Business

C.Kee and P.Bursic attended meeting & were interviewed by C.Mannino and D.Higareda as prospective trustees. After further discussion Kee and Bursic both agreed would like to be on the Board. They were appointed to Board until Dec. 31, 2023. This brings board total of trustees to 11.

Next trustee meeting: March 21, Tuesday, 7pm. Motion to adjourn 8:33pm Submitted by D.Higareda