

Ulysses Philomathic Library
Minutes of Board of Trustees Meeting
November 14, 2023

Meeting called to order: 7:00pm

UPL Board members present: S.Knapp, President; S.Anderson, D.Breeden, R.Carver, D.Higareda, C.Gottshall, C.Kee, C.Manninno, R.Montana, S.Thomas

UPL Board members absent: S.Perkins, M.Bertrand

Also Present: L.Mielenhausen, Library Director

Public Comments:

Action Items:

Motion made by D.Breeden, 2nd by R.Montana to Approve Agenda, no further discussion. Unanimous.

Motion was made by S.Thomas to approve October minutes, 2nd D.Breeden, no further discussion. Unanimous.

Motion was made by R.Montana to pass AST Resolution, 2nd C.Mannino for SK account on behalf of UPL in regards to AST Acct #9999952220. No further discussion. Unanimous.

Motion was made to accept the Holiday Schedule for 2024 by R.Montana, 2nd R.Carver. No further discussion. Unanimous.

Motion was made by D.Breeden to change the Investment Policy to 7.5%, 2nd by C.Mannino. No further discussion. Unanimous.

Motion was made by C.Mannino to accept restricted donation towards childrens area in memory of Ruth Potts for current and future needs; 2nd S.Thomas, discussion. Unanimous.

Treasurer's Report by C.Mannino:

Review of October expenses

Discussion of stock transfer donation from D.Weitzel

2024 Budget draft with Q3 review

Report of Audit 2021 & 2022 990 filing

IRA Correction Plan for affected employees accepted by IRS

Library should continue to look into health care insurance options for staff.

Director's Report by L.Mielenhausen:

Community Fair Day event- about 180 people attended, very successful

Staff performance reviews

2024 Holiday schedule reviewed

Committee Reports:

Review transfer of money procedure; should have written policy

Review of Bank signatures.

IRA correction plan in process

Book Sale very successful, will set dates for Spring and Fall sales in January

Will consider changing our Annual November membership meeting to Summer event; will consider doing a survey.

R.Carver is working on 'end of year' appeal letter; we are \$18,000 short of our goal.

S.Perkins has volunteered to be point person to get end of year stewardship letters written, only 5-6 are needed.

S.Knapp suggested a resolution for the number of trustees on the board.

Discussion of investment policy

Bylaws policies should be reviewed this coming year.

The following were voted to be new/continuing board members for 3-years: S.Perkins, S.Thomas, C.Kee, C.Gottshall, D.Higareda.

Discussion of donations from R.Kahn \$5,000 thru June 2024, Weitzel stock, and in memory of Ruth Potts.

8:35pm Motion was made to go into Executive Session for employee review by board.

8:45pm Back in regular session, motion made by C.Mannino, 2nd D.Breeden, unanimous.

Meeting adjourned 8:45pm

Next Regular trustee meeting: Tuesday, December 19, 6:30pm

Submitted by D. Higareda