

Ulysses Philomathic Library  
Minutes of Board of Trustees Meeting  
December 19, 2023

Meeting called to order: 6:30 pm

UPL Board members present: S.Knapp, President; S.Anderson, D.Breeden, R.Carver, M.Bertrand, C.Kee, C. Mannino, R.Montana, S.Thomas

UPL Board members absent: S.Perkins, D.Higareda

Also Present: L.Mielenhausen, Library Director

Public Comments: none

Action Items:

**Motion** was made by C. Mannino to approve November minutes, 2<sup>nd</sup> S.Thomas, no further discussion. Unanimous.

**Motion** was made by C. Mannino to approve November expense reports, 2<sup>nd</sup> D. Breeden. No further discussion. Unanimous.

**Motion** was made by D. Breeden to accept the updated bylaws, 2<sup>nd</sup> M. Bertrand. No further discussion. Unanimous.

Director's Report by L.Mielenhausen:

Discussion of Winter Farmer's Market participation, pending decision.

Employee Performance reviews have been completed for 2023.

IRA fix plan is underway.

Winterfest Story Time much appreciated despite fewer attendees than last year.

Kids' Free Farmer's Market has been highly successful.

New copy/fax machine arriving.

Bullet Aid money expected from Lea Webb's office for program support.

Treasurer's Report by C.Mannino:

Review of November expenses

**Motion** by C. Mannino to elect Rob Montana and Dave Breeden as signatories for bank transaction access, 2<sup>nd</sup> M. Bertrand. 7 BoT members approve, 2 abstain.

**Motion** by C. Mannino to approve transaction access as follows:

**BOT Resolution for Vanguard Administrator and for Second Trustee to have transaction access.** The BoT resolves that Charles Kee and René Carver are the Vanguard Administrators effective 12/19/2023. Remove Cynthia Mannino as Administrator by 12/31/2023.

**Organizational Resolution of Institutional Authorized Signatories.** The BoT resolves that two Trustee signatures are required for any by-mail transactions and by-mail changes to the UPL Vanguard accounts. Those two shall be Charles Kee and René Carver.

8 BoT members in favor, 1 abstention ((D.Breeden)

**Motion** by R. Carver to approve 2024 budget including 7 ½ % from endowments, excluding expectation for Village of Trumansburg \$5,000 contribution. 2<sup>nd</sup> D. Breeden. All approve.

**Motion** by D. Breeden to approve renewal of “Covid-19 leave policy” 2<sup>nd</sup> S. Thomas. All approve.

**Motion** by C. Mannino to change the number of board trustees annually. 2<sup>nd</sup> D. Breeden. All approve.

**Motion** by S. Knapp to set number of BoT members at 11 for 2024, setting quorum at 5 members. 2<sup>nd</sup> D. Breeden. All approve.

C. Kee notified BoT of receipt of \$25,000 gift from the estate of Nonie White.

**Motion** by C. Mannino to accept 2024 slate of officers: R. Montana, president  
C. Kee, vice president  
D. Breeden, treasurer  
D. Higareda, secretary

2<sup>nd</sup> S. Thomas. All approve

Meeting adjourned 7:10 pm

Next Regular trustee meeting: Tuesday, January 15, 2024 at 7:00 pm

Submitted by S. Anderson