

Philmont Public Library
101 Main Street
Philmont, NY 12565

5 April, 2023

The regular April Meeting of the Philmont Public Library Board of Trustees was called to order at 6:25 PM by Acting President Peter Johnson. Also present were Chief Financial Officer Dave Bolevice, Secretary Mindy Gardner. Member Michael Wedd, Director Tobi Farley, and Village Liaison Jason Detzel. Not present: President Faith Benson, Member Nat Drake.

Visitors in Attendance: Suzi Miranda.

Agenda Items:

1. Minutes: A **MOTION** to accept the March 2023 minutes as written was made by Bolevice, seconded by Gardner, and unanimously approved.
2. Suzi Miranda's application for the BOT and discussion : A MOTION to accept Suzi Miranda as a Trustee of the Philmont Public Library was made by Gardner, seconded by Bolevice, and unanimously approved.
3. Budget Proposal: Detzel reported that the proposed budget was accepted by the Philmont Village Board of Trustees without any objections. The budget will be approved on April 10th. Johnson noted that one-third of the budget relies on grants and donations. Farley replied that most libraries rely on grants for half the budget. Detzel will check where the money from ARPA (Covid-related funding) went.
4. Feasibility Study Meeting: Gardner briefed board member who did not attend the feasibility study kick-off meeting about its content and post-kickoff communications. All Board members were asked to send Gardner their opinions on the library's core competencies.
5. Advisory Board: Johnson suggested that the library should have an Advisory Board as well as a Board of Trustees. He noted that donations made to the library are tax-deductible. Farley stated that the library is eligible for NY state contract pricing. A **MOTION** to increase the number of Philmont Library Trustees in the Library's Charter to between five and eleven persons was made by Johnson, seconded by Wedd, and unanimously approved. Farley will then change the by-laws. A **MOTION** to create an Advisory Board was made by Johnson, seconded by Wedd, and unanimously approved. Trustees were asked to consider the needs for roles (and possible candidates) for the Advisory Board.
6. Book It! Fundraiser: Farley reported that sponsor letters and flyers for the May 21st event were sent out. Volunteers are needed. This year, hats will be given out instead of t-shirts.
7. Individual Reports: No questions about submitted reports.
8. Proposal for Use of Slack: Wedd has proposed that the Board use Slack as a means of group communication. We are currently on a free trial, but Slack may be able to provide a non-profit discount, or the library can go through Tech Soup. Wedd was tasked with setting up a group calendar.
9. Executive Session: A **MOTION** to go into an executive session was made by Gardner, seconded by Bolevice, and unanimously approved. A **MOTION** to come out of executive session was made by Gardner, seconded by Miranda, and unanimously approved.
10. Evaluations: Trustee evaluations were distributed.
11. Active Shooter Policy: Farley reported that the Philmont Police Chief discussed an active shooter egress policy with her.

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Adjournment: The meeting was adjourned at 8:10 pm.

Our next meeting will be Wednesday, May 3rd at 6pm at the Philmont Library, at which time officers will be nominated. Visitors from the Mid-Hudson system will be in attendance.

ACTION ITEMS

- **Detzel:** check about ARPA funds.
- **Farley:** to change the by-laws.
- **Johnson:** create *raison d'être* for the Advisory Board
- **Wedd:** set up group calendar.
- **All Trustees:** think about needs for roles (and possible candidates) for advisory board; Help find Volunteers for *Book It!* fundraiser