

D R A F T

Shelter Island Public Library Society

Board of Trustees Meeting

February 13, 2023

Minutes of the Meeting

President Jo-Ann Robotti called the meeting to order at 5:02 p.m.

Board Members Present

Jo-Ann Robotti, Don Dunning, Don Regan, Henry Fayne, Karyn Greenwalt, Susan Binder, Marianne Carey and Archer Brown in person. (Linda Kraus and Bonnie Berman Stockwell on Zoom).

Board members excused: Linda Kraus, Bonnie Berman Stockwell, Jodie Geist and Phyllis Gates

Board members absent: Tom Hashagen

Also present (in person)

Library Director Terry Lucas

Secretary's Report

The minutes of the January 9, 2023 meeting of the Board of Trustees were approved on motion by Don Regan, seconded by Henry Fayne.

Public Expression

None

Correspondence

None

Treasurer's Report

Treasurer Don Regan reviewed the Warrant Report; the Profit & Loss Budget vs Actual Report for January 2023 was distributed without comment.

Mr. Regan also presented January month-end bank balances for all Chase accounts, including Fund for the Future and the Patterson accounts.

Committee Reports

Friends of the Library: At its February 10 meeting, the Friends voted to establish a second \$500 scholarship to honor Marian Brownlie who has retired from the board. Mary Ellen McGayhey will continue as the Friends Board Chair.

Director's Report: Ms. Lucas' extensive written report was received without discussion.

Facility & Technology: Don Dunning reported that the front door was not functioning properly and will be repaired. Plumbing concerns remain an issue. The problem with the latter is that the trap is located outside and underground. An estimated cost to clean or remove is not immediately available.

Planning Committee: Chair Karyn Greenwald reported on the recent meeting of her committee, expressing thanks to Ms. Lucas for her compilation of renovation talking points. She noted that the estimated costs of the expansion were deferred to this meeting of the board and then would be discussed further by her committee. At that time, a number of small group social meetings will be organized to promote the expansion and a positive vote. In the meantime, she stressed the need for positive and creative tag signs/slogans and invited all board members to also attend a brainstorming session on February 15 at 4 p.m. to share ideas.

Ms. Greenwald stressed the importance of pledges prior to the bond issue vote and urged all trustees to contribute in any amount to make the board's support unanimous.

Ms. Robotti emphasized that we need to stress when and where the vote will take place: June 17 at the library.

New Business

Review of committee assignments: Jo-Ann Robotti referred the trustees to a revised list of Standing Committee board assignments. There were no additions or corrections.

Tax cap: Ms. Robotti noted that it is likely the library's increase in its 2024 budget will pierce the mandatory New York State 2 percent tax cap. If the board approves of this contingency, it is required by state law to approve it in advance. On motion by Archer Brown, second by Don Regan, the board agreed to pierce the tax cap if required.

Board training: Ms. Robotti noted that in 2023 all trustees will be required to attend at least two webinar training sessions – this is a new state law requirement. Ms. Lucas will provide Zoom information and advance notice of the training meetings.

Other Business

Renovations and expansion: Ms. Lucas circulated prior to the meeting an estimate provided by Park East Construction Corp. for the expansion of the library -- \$9,972,375. This was a conservative estimate, she said, and a 30-year bank loan could cost the taxpayer \$178 per year based on an estimated \$800,000 valuation of the home and a variable interest rate. Mr. Fayne said it would be useful to know what the percentage would be of the overall tax bill.

Ms. Lucas will distribute within a few days a breakdown of estimated costs per household based on different interest rates. She was estimating the cost of the loan would be between 4 and 7 percent. She will also look at the annual percentage cost of the total tax bill.

Considerable discussion followed. It was emphasized that the library will be open during construction, estimated to last 15 to 18 months. Informational meetings on the budget will be held on Saturdays in April and again in May – coffee at one and an ice cream social at the other.

Pledge forms were distributed and trustees were urged to submit them by the March meeting to ensure 100% participation. Marianne Carey reminded the board about the February 15 meeting to brainstorm slogans and mentioned some possibilities to think about.

Ms. Lucas will draft a list of potential naming opportunities and their dollar value as well as a second list of potentially significant donors.

Finally, Ms. Robotti outlined some objectives related to the expansion: Get out the vote; encourage pledges prior to the vote and consider a number of strategies including a video, a blueprint for meetings, a steering committee, etc.

She also focused on target groups – full time residents, second home owners, grandparents, business owners, retirees, etc.

Liaison with the school: Mr. Regan met with Jimbo Theinert regarding his interest in pairing students with trustees who might serve as mentors.

Adjournment

On motion by Don Regan, the meeting was unanimously adjourned at 7:48 p.m.

Submitted by Archer Brown, secretary pro tem