

May 9, 2024 Board of Trustee Meeting Patterson Library

Present: S. Scriven, S. Rudnicki, J. Spann, P. Holt, J. Caruso, B. Kittle, M. Bivens, T. Roets, C. VandeVelde, K. Richmond, Pres. J. Johnson, Director M. Hegna
Attending by means of ZOOM connection: L. Dunn, D. Hamann, M. Rubin

Guests: L. Schofield, C. Thomas, C. Riedesel

Also in attendance - Michael McLanahan, representing Bysiek CPA, LLC
Laura Dealy, representing Manning & Napier

Meeting was called to order by Pres, J. Johnson @ 7:00

Prior to regular business, M. McLanahan presented the findings of the annual audit. He indicated that the Patterson is in a strong financial position, and expressed an unmodified opinion, and issued a management letter with no findings. See Audit Report on Financial Statements, December 31, 2023 placed on file.

Manning & Napier financial manager for Patterson Library, Laura Dealy, preceded her summary of the endowment fund with an invitation to a seminar sponsored by Manning & Napier called Positive Pivot.

L. Dealy proceeded with her explanation of investment strategies, explanation of our financial picture, and gave advice when asked regarding financing large building projects in our future. See Investment Performance Review, March 31, 2024 placed on file.

MINUTES

Due to the lack of quorum for March meeting the January minutes were not approved, the meeting was conducted as an informational meeting and no minutes were recorded.
Move to accept minutes of January meeting made by B. Kittle
2nd by C. VandeVelde. Approved unanimously, placed on file.

TREASURER'S REPORT

T. Roets reported on financial months, report placed on file.
J. Johnson suggested that the monthly format be changed to be better aligned with system report. Finance committee will meet to discuss.

DIRECTOR'S REPORT

Director M Hegna went over highlights of her report as received and answered questions regarding E-Rate, data wiring, etc. Director Report placed on file.

COMMITTEE REPORTS

BUILDING & GROUNDS

S. Rudnicki went over report, explained current project of removing carpet in areas, versus refinishing some places. Carpet samples are available for board members to voice their opinion. The repair of fronts steps and walkways need attention. Looking for a contractor for cement work.

B. Kittle reported that the system has been awarded over \$1 million for additional distribution. Requests should be in by July 12. In October, there might be extra money available for small projects, so we should be poised to take advantage.

FUNDRAISING

K. Richmond updated board on progress on Patterson After Dark fundraiser coming up on May 11 regarding acquiring food donations, beer and wine, and ticket sales. Asked for volunteers for Saturday morning set up, evening clean up, and miscellaneous help with pick up of donations. Shaping up for a great event.

UNFINISHED BUSINESS

Policies Committee updated policy votes:

*Volunteer Policy Draft - Motion by J. Caruso, 2nd by S. Scriven

Unanimously Approved

*Vulnerable Adult Policy - Motion by P. Holt, 2nd by M. Bivens

Unanimously Approved

*Sexual Abuse Prevention Policy - Motion by B. Kittle, 2nd by C. VandeVelde

Unanimously Approved

NEW BUSINESS

M. Hegna informed the board of the resignation of Austin Presto as library page.

Julie Kowal has been working with children and doing a great job. M.Hegna proposed that Julie be promoted to Children's Program Assistant with the increase of hours to 20 hrs per week.

J. Caruso moved we accept the resignation of A. Presto and change J. Kowal title to Child Program Assistant with 20 hrs per week. 2nd by J. Spann. Unanimously Approved

L. Dunn proposed we extend Saturday hours on July 13, 2024 to accommodate the community members and outside visitors coming into Westfield for reunion weekend. A memorial video and other events in honor of Alan Koch, former art teacher @ WACS, will be featured at the library.

P. Holt moved we extend library hours on July 13 to 4:00 PM, 2nd by M. Bivens.
Unanimously Approved

BOARD ELECTIONS

K. Richmond proposed the executive slate of officers for the 2024-25 year as follows:

President- J. Johnson, V. President - J. Caruso, Treasurer- T. Roets, Secretary - K. Richmond

2nd by P. Holt. Unanimously Approved

Upon completion of board terms, M. Bivens, S. Scriven, and D. Hamann are resigning from the board of trustees.

C. VandeVelde proposed to accept such resignations with regret.

2nd by T. Roets. Unanimously Approved.

C. Riedesel, C. Thomas, and L. Schofield introduced themselves expressing their connections and honor to be asked to serve on the board of trustees.

M. Bivens proposed we accept as new Trustees, C. Riedesel, C. Thomas, and L. Schofield

2nd by C VandeVelde. Unanimously Approved

No public expression.

Meeting adjourned @ 9:00

Respectfully submitted,

Kathryn Richmond