

Minutes of the October 29, 2018, Meeting of the Brewster Public Library Board of Trustees

In attendance: John Blaser, Margaret Bruen, Peter Carey (joined meeting in progress), Michael Conn (left meeting in progress), Kevin Finnegan, Rob Gosselink, Gina Loprinzo. Also in attendance were non-members Miriam Yekutieli, Kathleen Sakowicz, and Nancy Teague.

Board Vice-President John Blaser called the meeting to order at 5:08 p.m.

Mr. Gosselink moved to approve the minutes of the September 2018 meeting; Mr. Blaser seconded the motion; the Board approved the motion unanimously.

No public comment received.

Financial Report

- The Board reviewed the Financial Report. Mr. Blaser moved to accept the Report; Mr. Finnegan seconded the motion, and the Board approved the motion unanimously. Mr. Gosselink and Ms. Loprinzo will consider enhancements to future Financial Reports and report to the Board.

Director's report

- The Board reviewed the Director's Report. Mr. Conn moved to accept the Report; Mr. Blaser seconded the motion, and the Board approved the motion unanimously.

Update from Building Committee

- The Library will continue discussions with the neighboring church about possible removal of a tree on the church property. The church has not yet agreed to the Library's request to remove the tree. The Library will retain an expert to advise with respect to options.
- The Library is awaiting action by the Village of Brewster Planning Board and/or Village Zoning Board. The Library has filed an appeal with respect to a ruling by the Village Zoning Board.

Old Business

- Mr. Gosselink discussed responses to the Library's RFP for insurance broker services. The Board did not review the responses and did not discuss substantively any qualifications of the responding firms or take any action with respect to selection of an insurance broker or consultant. Mr. Gosselink, Mr. Finnegan, and Mr. Carey will review the responses and report to the Board at a subsequent meeting.

New Business

- The Board considered options concerning commencement of bond-repayment. Outside counsel has presented three options for commencing repayment of principal: September 2019; March 2020; and March 2021. Outside counsel recommended selection of March 2020. Mr. Finnegan moved to approve March 2020 for commencement of bond-repayment; Mr. Blaser seconded the motion, and the Board approved unanimously. Among the factors that the Board considered in this selection is the expectation that work on the addition will be well along by March 2020 so that the public will see the incipient benefits at the time repayment begins.
- Mr. Conn moved to exceed the 2% tax cap for 2019; Ms. Bruen seconded the motion, and the Board approved the motion unanimously.
- The Board considered a Verified Petition to the Office of the Attorney General of the State of New York seeking approval to transfer a fee simple interest in the Library property to the Town of Southeast pursuant to an agreement between the Library and the Town. Mr. Gosselink moved to authorize Mr. Carey to sign the Verified Petition; Mr. Finnegan seconded the motion, and the Board approved the motion unanimously.
- The Board considered the Conflict of Interest Policy for Brewster Public Library Employees and the Conflict of Interest Policy for Brewster Public Library Trustees (“the COI Policies”). Mr. Blaser moved to approve the COI policies; Ms. Bruen seconded the motion, and the Board approved the motion unanimously.
- The Board considered the October 17, 2018, Butler Rowland Mays invoice in the amount of \$7,993.90. Mr. Blaser moved to approve payment of this invoice as a capital expense; Mr. Finnegan seconded the motion, and the Board approved the motion, though Ms. Bruen opposed approval.
- The Board considered the September 28, 2018, Jacobowitz and Gubits invoice in the amount of \$4,215.63, and the October 10, 2018, Jacobowitz and Gubits invoice in the amount of \$5,205.63. Mr. Gosselink moved to approve payment of these invoices as a capital expense; Mr. Blaser seconded the motion, and the Board approved the motion unanimously.
- Mr. Finnegan moved to approve payment of \$72.80 to the *Putnam County Times* for publishing the Library’s RFP for insurance brokerage services; Mr. Blaser seconded the motion, and the Board approved the motion unanimously.
- Mr. Gosselink moved to approve payment of \$800 for a filing with the Village Zoning Board and Payment of \$3,000 for a Zoning Board of Appeals escrow; Mr. Blaser seconded the motion, and the Board approved the motion unanimously.

Mr. Blaser moved to adjourn; Ms. Bruen seconded the motion; the Board approved the motion unanimously. The meeting was adjourned at 7:10 p.m.