

DRAFT

Minutes of the November 30, 2022 Meeting of the Brewster Public Library Board of Trustees

In attendance: Kathleen Catalano, Peter Carey, Michael Conn, Karen DeSantis, Kevin Finnegan, Kapil Gupta, George Joiner, Katherine O'Sullivan, Kathleen Sakowicz and Gina Loprinzo (Director).

Mr. Finnegan called the meeting to order at 5:36 p.m.

There was no public comment.

The Board considered the proposed minutes of the October 12, 2022 special meeting and October 26, 2022 meeting. Mr. Carey moved to dispense with a reading of and approve the minutes of the October 12, 2022 special meeting and October 26, 2022 meeting. Ms. Catalano seconded the motion. Mr. Conn, Ms. DeSantis, Mr. Finnegan, Mr. Gupta, Ms. O'Sullivan and Ms. Sakowicz approved the motion. Mr. Joiner abstained as he has just joined the board. The motion was approved.

The Board reviewed the Financial Report. Ms. Catalano moved to accept the Financial Report. Mr. Carey seconded the motion and the Board approved the motion unanimously.

The Board reviewed the Director's Report.

The Board considered the 2021 Audit. Mr. Conn moved to accept the 2021 audit and allow Ms. Gina Loprinzo and Mr. Kevin Finnegan to sign the management representative letter. Mr. Joiner seconded the motion and the board approved the motion unanimously.

The Board considered the Travelers' directors and officers liability insurance renewal policy. Mr. Carey moved to approve the directors and officers policy renewal. Mr. Gupta seconded the motion, and the Board approved the motion unanimously.

The Board considered the following capital expenses to be paid from the bond – Eagle Eye Electric in the amount of \$937.00. Ms. DeSantis moved to approve the payment to Eagle Eye Electric in the amount of \$937.00. Ms. Catalano seconded the motion, and the Board approved the motion unanimously.

The Board considered authorizing Ms. Gina Loprinzo, Library Director, to apply for a business credit card with M&T bank. Ms. Catalano moved to authorize Ms. Loprinzo to apply for a business credit card with M&T bank. Mr. Joiner seconded the motion and the Board approved the motion unanimously.

The board discussed a 414 vote in 2023. A 414 committee was created to explore the idea. The committee includes Mr. Conn, Mr. Carey, Mr. Joiner and Ms. O'Sullivan.

Ms. O'Sullivan left the meeting at 7:05 pm.

The Board considered transferring \$20,000 from the operating account to the capital fund. Ms. Catalano moved to approve transferring \$20,000 from the operating account to the capital fund. Mr. Carey seconded the motion and the board members in attendance approved the motion unanimously.

Ms. Sakowicz made a motion to go into executive session. Ms. DeSantis seconded the motion and the board members in attendance approved the motion unanimously.

The Board entered executive session at 7:32 pm to discuss the 2023 budget.

Ms. DeSantis made a motion to leave executive session. Ms. Catalano seconded and the board members in attendance approved the motion unanimously.

The Board exited executive session at 7:51 pm.

Ms. Catalano moved to approve the proposed 2023 budget. Mr. Conn seconded the motion and the board members in attendance approved the motion unanimously.

Ms. DeSantis submitted a letter of resignation effective December 31, 2022.

Ms. DeSantis moved to adjourn. Mr. Carey seconded the motion, and the board members in attendance approved the motion unanimously.

Mr. Finnegan adjourned the meeting at 8:02 pm.