

**The Board of Trustees
Red Hook Public Library
November 17, 2022**

APPROVED MINUTES

Present: Dawn Jardine, Don O'Shea, Sarah DeVeer, Trish Dantzie, Josh Bardfield, Amy Husten, Sally Dwyer-McNulty

Don brought the meeting to order at 6:11 PM.

Tracy Tarsio, CPA with accounting firm Day Seckler joined the meeting via Zoom and walked the Board through the 2021 AUD report.

Secretary's Report – Tabled. Board will vote on the October 2022 minutes at the December meeting.

- Treasurer's report – See attached reports. Total Assets are currently \$1,025,417.18. The only item of note is that the major discrepancies between budget numbers and income and expenses have all been due grant funding and their related expenses. All else is in order. Don made a motion to accept the Treasurer's Report; Sarah seconded; 6-0 approval.
- Directors' Report – see attached report. Item to note include:
 - a) GTM will not agree to reimburse the Library for a fraudulent \$1,600 library charge. Amy will follow up and call again to see if they will reconsider. Don made a motion to accept the Director's Report; Sarah seconded; 6-0 approval.
- Committee Reports:
 - a) Fundraising Committee – see attached report.
- Public Comment – none
- Action Items
 - a) Warrant – See attached. Josh made a motion to approve; Don seconded; 6-0 approval.
 - b) Holiday Schedule – See attached. Amy made a motion to accept the schedule; Josh seconded; 6-0 approval.
 - c) Board Meeting Schedule – See attached. Don made a motion to accept the schedule; Sarah seconded; 6-0 approval.
- New Business
 - a) Don requested that the Policy Committee meet before the next Board meeting. The Committee is scheduled to meet on Dec. 7 at 6:30 PM.
 - b) Josh made a motion to vote on a Resolution to accept the AUD. Trish seconded; 6-0 approval.
- Old Business
 - a) Recruitment for a new Director/Manager will be taken up by the Personnel Committee. Since the same Committee members are on the Policy Committee, they will meet on Dec. 7 at 6:30 PM., after the Policy Committee meeting.
 - b) No further movement on Trustee recruitment. A notice will be put in the Library newsletter and a flyer will be made to be posted at the front desk. Sally will assist Dawn in putting together the flyer and contact WKZE to see if they will air a PSA about the open position. Trish will contact The Daily Catch to see if they will post it as well.

- c) Most information has been submitted to Amy in order to finalize the file on the recent personnel issue. Once completed, a digital copy of the file will be shared with all Board members and at the December the Board will vote on concluding the investigation.

Don made a motion to adjourn the meeting at 7:40 PM; Sarah seconded; 6-0 approval.

Next meeting is scheduled for Dec. 15 at 6:30 PM.

Minutes respectfully submitted by Amy Husten.