

Millbrook Library Board of Trustees

Minutes of meeting June 15, 2021 7 pm (Via “Zoom”)

Present: Father Matthew Calkins, Vice President, Mark Vila, Treasurer, Trustees: Nicki Schermann, Michael Sloan, Elizabeth Vila, Sarah Gonzalez, Kay Bishop, and Library Director Courtney Tsahalís

Absent: James Eades, Kari Capowski, Secretary, Jodi Fernandes, President

1. The meeting was called to order at 7:05 pm with a quorum present and the meeting recording began. Treasurer Mark Vila presided in Jodi’s absence.
2. Mark made a motion to accept the May meeting minutes. Nicki seconded and all approved.
3. There were no visitors present.
4. Union Vale Action Items:

Courtney summarized the Union Vale Library Referendum. 179 qualified voters in the town of Union Vale have signed the Petition for Library Referendum to be placed before the voters of the Town of Union Vale at the general election on November 2, 2021. If the referendum passes, the Millbrook Library will get over \$22,000. Matt remarked that the proposed 414 will benefit the town of Union Vale as well as the Millbrook Library.

1. Tax cap override resolution—Mark made a motion to approve, Kay seconded, and all approved.
2. Budget resolution--The preliminary 2022 fiscal budget was presented. Michael made a motion to approve, Sarah seconded the motion, and all approved.
3. Resolution endorsing the proposed ballot referendum—Mark made a motion to approve, Elizabeth seconded, and all approved.

**See attached: Tax Cap Override Resolution, Budget Resolution, Resolution endorsing the 2021 414 Vote Resolution

5. Financial Reports

1. Budget/Finance Committee Report
2. Treasurer’s Report

Review and Approval of monthly bills, Kay moved to approve the bills, Matt seconded, and all approved.

The Financial Reports were reviewed and explained by Mark, with highlights noted.

Michael moved to approve the 2021 Financial Report, Sarah seconded, and all approved.

**See attached 6/15/21 Financial Report, as well as 5/27/21 Balance Sheet Previous Year Comparison, 5/27/21 Profit and Loss Previous Year Comparison, and 5/27/21 Profit and Loss Budget vs Actual.

6. President's Report

President Jodi Fernandes was not present.

7. Library Director's Report

Courtney presented updates on COVID-19 procedures, buildings and grounds issues, library collections, development and grants, and library programming. There was a general discussion of these issues.

**Courtney's Directors Report attached

8. There were no correspondences or communications.

9. Committee Reports

(a) ***Building and Grounds*** *There is no new business.*

(b) ***Development/Fundraising/Friends*** Kay expressed interest in being

liaison to the Friends. She will talk to Jodi for more information on the position.

(c) ***Long-Range Planning*** Nothing to report

(d) ***Nominating*** The committee is actively seeking new board members to fill the open positions.

(e) ***Personnel*** Nothing to report

(f) ***Policy*** Nothing to report

5. New Business- There was no new business.

6. There was no unfinished business

7. There being no further business to discuss, Mark made a motion to adjourn at 7:45 pm. Elizabeth seconded, and all were in agreement.

Respectfully submitted,
Kay Bishop for Kari Capowski, Board Secretary

Next Meeting- Tuesday July 20