

## **Dennis P. McHugh Piermont Library District**

### **January 2022 Board Meeting Minutes**

Meeting date: Wednesday, January 12, 2022

Time: 7:00 PM via Zoom Video

**Present:** Danial Clark, Mitch Eiss, Judy Epstein, Len Hunt, Vicki Panetis, Kelly Ruby, Shauna Seung, Cara Stephanian, and Kristine Palacios

**Absent:** Ed Stanford

A Quorum was present

(Note: While Mr. Stanford was absent during the meeting, these minutes were constructed from reviewing the entire recording of the meeting on Zoom.)

The meeting was called to order by Cara Stephanian at 7:06 PM

Approval of Minutes of the December 8, 2021 board meeting.

Motion to approve the minutes was made by Mitch Eiss. Seconded by Judy Epstein. Approved unanimously.

**Director's Report:** The Director's report was distributed by Kristine Palacios to board members before the board meeting. Various items in her report were discussed by the board. The report is available in the library.

**Treasurer's Report:** Mitch Eiss reported the following financials details. As of 12/31/2021 (semi-annual update):

- We have \$191,683 in our Operating Account and \$335,121 (\$35 credit) in our capital account for a total of \$526,804.
- We had \$2,747 in revenue for December (\$1,973 from TZ Thrift Shop). Total revenue YTD vs. same period last year was \$375,579 vs. \$375,032.
- Total expenses for December were \$37,233 or 9.6% of total budget. Total expenses YTD vs. same period last year were \$241,374 vs. \$189,689 respectively. (Note: Our YTD expenses reflect a \$51,726 increase over November's YTD expenses. The \$14,493 variance is due to last month's bookkeeping entry error allocating the ERS contribution to the balance sheet rather than the expense sheet.
- Our budget this year is \$388,050. Expenses (minus non-budgeted items including architect's fees, oral history project, front brick replacement and security battery upgrade totaling \$34,133) were \$207,241 through the first six months or 53% of budgeted expenses, 3% over budgeted expenses. (\$13,216 over).
- Our net income Fiscal YTD is \$134,205. We will need to do a projection for the remaining 6 months to determine if any actions are warranted. I will be asking Krissy to help with these projections. Primary expense challenges impacting this year's budget are salaries, building maintenance, and cleaning (partly resulting from the unexpected additional COVID measures that were required).
- We have reached 96.7% of our 2022 FY income goal (\$15,538 to go). Fundraising ideas needed to attain our income goals.

### **Approval of Claim Sheet:**

Motion by Len Hunt to approve the claim sheet. Seconded by Vicki Panetis. The motion was approved unanimously

## **Committee Reports**

There were brief discussions from two of the committees: special events, and building and grounds, as well as diversity and inclusion projects.

## **Old Business:**

None

## **New business:**

1. The board has received a proposal from Berard & Associates for a financial audit in Fall, 2022. After brief discussion of the proposal, Mitch Eiss suggested that we table further consideration and acceptance of the proposal until our next board meeting. The board agreed.

2. Approval of board officers for 2022. The new officers nominated are: Mitch Eiss, president; Cara Stephanian, vice president; Vicki Panetis, treasurer; Ed Stanford, secretary.

Motion to approve was made by Kelly Ruby. Seconded by Len Hunt. Motion passed unanimously.

## **Adjournment:**

Motion by Danial Clark to adjourn the meeting. Seconded by Vicki Panetis.

The meeting was adjourned at 8:52 PM

Next Board Meeting: Wednesday, March at 7PM.

Respectfully submitted,  
Ed Stanford, Secretary