

PAWLING FREE LIBRARY
Board of Trustees
Minutes of Meeting
December 17, 2020

Attendees: Stephanie McLaughlin, Nick Robertshaw, Susan Stone, Karen Franco, Heather Fidler, Amy Emke, Megan Burlington, Virginia West, Wanda Rusiecki, and Brian Avery (Director)

Absent:

Call to order: The emergency meeting was called to order at 6:45.

Annual Audit. Motion to hire Frank Malara to conduct the Library's annual audit, by Stephanie, 2nd by Virginia. All in favor.

2021 Budget. A copy of the latest draft of the 2021 budget, incorporating decisions made by the Finance Committee at their meeting on December 16, was provided to all trustees. In order to reduce the deficit,

- The Library will be open 6 days a week instead of 7, thus saving on the COVID-required daily cleaning.
- The 4-hour-per-week page position will be eliminated.
- The adult programming budget will be slightly reduced.

Motion to accept the revised 2021 budget, by Stephanie, 2nd Megan. All in favor.

Personnel. Motion to commend Kate Castaldo for her hard work and many years of service to the library, by Stephanie, 2nd by Virginia. All in favor.

Buildings and Grounds. The underground oil tank will be replaced as soon as possible by an aboveground tank.

Motion to adjourn by Stephanie, 2nd by Virginia. Meeting adjourned at 6:58.

Respectfully submitted by: Karen Franco, Secretary

Next Meeting January 14, 2020 @ 6:45 p.m.

PAWLING FREE LIBRARY

SUMMARY

	Actual 10 months to 10/31/19	Projected Year 2019	Audited Year 2019	Approved Budget 2020	Actual 10 months to 10/31/20	Projected Year 2020	Approved Budget 2021
Income	\$491,060	\$493,690	\$523,946	\$494,100	\$468,877	\$477,332	\$475,220
Expenses							
Administration	\$74,653	\$85,574	\$84,853	\$85,650	\$80,372	\$82,888	\$84,300
Payroll and direct costs	\$326,348	\$399,231	\$381,124	\$397,381	\$335,983	\$395,911	\$402,628
Other Expenses	\$8,205	\$10,130	\$10,473	\$11,180	\$6,495	\$7,382	\$5,775
Total Expenses	\$409,206	\$494,935	\$476,450	\$494,211	\$422,850	\$486,181	\$492,703
Surplus, (Deficit)	\$81,854	-\$1,245	\$47,496	-\$111	\$46,027	-\$8,849	-\$17,483