

Mamaroneck Library Board of Trustees Meeting
Minutes for July 17th, 2023
Mamaroneck Public Library

1. Call to Order
 - Ellen Freeman, President, called the meeting to order at 6:02 pm.
 - Board members present: Ellen Freeman,, Paul Ryan, Fiona Palmer, Ellen Hauptman, Janice Goldklang, Sonya Giacobbe
 - Board members excused: Lilliana Diaz Pedrosa, George Mgditchian, Sid Albert
 - Also present: Jennifer O'Neill

2. Appointment of a bookkeeper

Recap of where we are in the process provided by Jennifer O'Neill.

3 candidates had been interviewed. 2 candidates are under consideration
Candidate 1 - an individual with many years of experience as a bookkeeper for small businesses and nonprofits.

Candidate 2 - An accounting Services firm - Maier, Market and Justic LLP who can provide bookkeeping services on an hourly rate

Note - this appointment is a temporary measure to provide immediate support to the library business office by a qualified bookkeeper to take over the accounting functions previously performed by the business office. Ultimately the library will have to appoint a civil service qualified person in a role intended as a part time position. A qualified bookkeeper is a condition the Village of Mamaroneck Trustees expect in light of the TAN that was applied for and issued on our behalf.

3. Decision on future meeting dates

It was decided that future meetings would move from 4th Wednesday of month to 2nd Wednesday of month with a start time of 7pm. In effect from the October meeting. In addition it was decided that all agenda items must be sent to the director and office staff no later than the Wednesday before the meeting and posted on the website and board packet.

4. Public Comment

Member of the public (Robert Stark) had two comments. He asked when the public could expect to see a copy of the forensic auditors findings into the misreporting and misappropriation of library monies. He also asked what the non-board members of the finance committee's views on the bookkeeper position were.

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Member of the public asked for a follow up on the question of payroll increase that had been noted and questioned at the last meeting. Board members are still waiting for an answer to this question themselves.

5. Executive session - Meeting was called into executive session at 6:40pm. Motion made by Ellen Freeman and seconded by Janice Goldklang.

Executive session ended at 7:30 with the following decisions made with all in favor

- I. Jennifer O'Neill is authorized to hire 1 part time librarian (17 hours) to replace librarians recently retired or resigned.
- II. Board approved a salary increase for Jessica Thorpe from \$17.50 to \$25.00

Meeting closed at 7:35pm

Respectfully submitted

Fiona Palmer