

**Library Board of Trustees Meeting  
Minutes for March 12, 2025  
Mamaroneck Public Library**

**Call to order**

Ellen Hauptman, President, called the meeting to order at 7:00.

Board members present: Ellen Hauptman, Lilliana Diaz, David Brown, Janice Goldklang, George Mgrditchian, Elenita Chmilowski, Paul Ryan, Ellen Freeman, Sid Albert

Board members absent: Luisa Fuentes

Also attending: Trish Byrne, Director and Richard Acks (non-board treasurer)

Audit Presentation- John Castles, Director of Nawrocki Smith LLP. Mr. Castles presented the audit for Fiscal year ending May 31, 2024 to the Board. There were no current year recommendations on improving accounting procedures and internal controls. Mr. Castles thanked the business office for their cooperation throughout the audit process. The Board's audit committee recommends that the entire Board approve the audit. We voted unanimously in favor to approve the audit.

The next audit will begin at the end of October.

Approve Minutes: Motion to Approve the minutes for February 12 meeting. All approved.

Audit of Bills: A motion to approve the bill for February. All approved.

Financial Update: Lilliana presented the financial update. We are financially healthy. The Board approved the financials and bank reconciliations.

TAN update: At this moment we cannot prove we have a fiscal need for an additional TAN of \$383,000. However, we can take out a third TAN if need be in the future. Ellen Hauptman recommends that we do not take out an additional TAN as it costs us approximately \$30,000 for issuance fees and interest. The faster the Library is out of debt the better. Ellen will speak to the Village to make sure we can take out a third TAN if we have an unexpected expense.

The Board approved the motion that we will not ask for an additional TAN at the present time.

New credit/debit card policy: The intent of the new credit/debit card policy is not to make money for the Library but to insure that tax payers are not paying these extra fees. The Library will add 3 and 1/2 % for a patron using a credit or debit card to cover extra fees. This policy will begin June 1 and the patrons will be informed of the change.

The board unanimously appointed Monica Slattery to work at the front desk.

Deena Demasi resigned from the Library Board.

Fundraiser on April 8. Reminder to Board members to invite friends to the fundraiser. At this time we only have 19 people attending.

Five year plan: Ellen Freeman gave an update on the five year plan. She asked for help with the community input interviews on April 3. In addition, the survey also went out by email to the community for their input, is available online and in paper form at the Library.

Executive Session: The Board went into executive session to discuss an employment issue 8:04. The executive session ended at 8:30.

The Board meeting was adjourned at 8:30.

Respectfully submitted,  
Ellen Freeman  
Secretary