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Meeting of the Board of Trustees – March, 18, 2025 **Approved**

Present: S. Anderson, T. Kirk-Glynn, B. LaValle, J. Subhash, A. Zutter

Absent: M. Reitzel, K. Dallin

S. Anderson called the meeting to order at 7:31 PM.

**Adoption of the Agenda**

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, March 18, 2025. (Anderson, Subhash, Unanimous)

**Approval of the Minutes**

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the Tuesday, March 18, 2025 meeting. (Anderson, Kirk-Glynn, Unanimous)

**Period for Public Expression:** None

**Correspondence:** None

**Reports:**

**President:** None

**Treasurer:**

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the Treasurer's Report for the month of **February 2025**. (Anderson, LaValle, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of **February 2025**. (Anderson, LaValle, Unanimous).
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of **February 2025**. (Anderson, LaValle, Unanimous).

**Director:**

- The Director's Report was distributed and reviewed.
- Reports for the Library Operation Manager and the Head of Programming & Outreach were shared.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the

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Director's Report for the month of **March 2025**. (Anderson, Subhash, Unanimous)

**Committee Reports:**

**Building and Grounds:** None

**Finance:** None

**Public Relations:** None

**Nominating:** None

**Technology:** None

**Administrative/Policy:** None

**New Business**

- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the 2024 Annual Report for Public and Association Libraries as prepared by the Director. (Anderson, Subhash, Unanimous)
- Resolved, that the Board of Trustees of the Brookhaven Free Library approves the First National Bank LI (the "Bank") is designated as a legal depository for funds of the Organization. (Anderson, LaValle, Unanimous)
- Resolved, that the Board of Trustees of the Brookhaven Free Library approves the following individual(s) is (are) authorized for and on behalf of the Organization to open a transaction account (Demand Deposit/Savings/Money Market Savings) with the Bank and to execute and deliver to the Bank any additional documentation, including but not limited to, a signature card or cards supplied by the Bank, containing a specimen signature of such individual(s). Furthermore, such individual(s) is (are) authorized for and on behalf of the Organization to conduct transactions, to endorse or cause to be endorsed, to deposit or cause to be deposited from time to time checks, drafts and other instruments and funds payable or held by the Organization, and that any funds so deposited shall be subject to withdrawal or transfer by any \_\_\_ individuals(s): Sonja Anderson, Megan Reitzel, and Kristin Kirk-Murphy. (Anderson, Subhash, Unanimous)
- Resolved, that the Board of Trustees of the Brookhaven Free Library approves the Bank may purchase, give credit for, cash, accept, pay, and charge to any of the aforementioned accounts, without inquiry, all items signed, drawn, accepted, or endorsed on behalf of the Organization, whether under a title, the words "Authorized Signature" or otherwise, with the purported actual or facsimile signature or any \_\_\_ of the officials whose names, titles and specimen signatures appear above or on a rider hereto, or his or her successor in office, regardless of the circumstances under which the signature shall have become affixed if it resembles any actual or facsimile signature previously certified to the Bank. The Organization shall indemnify and hold the Bank harmless against all claims, losses,

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damages, liabilities, costs, penalties, and expenses (including, but not limited to, attorney's fees and disbursements) incurred by the Bank in connection with the honoring of any purported signature of any authorized signer or any refusal to honor the signature of any person who is not an Authorized Signer. (The Organization acknowledges that dual signature and restrictions impose no liability on the Bank). (Anderson, Kirk-Glynn, Unanimous)

- Resolved, that the Board of Trustees of the Brookhaven Free Library approves the above mentioned individual(s), as well as designee(s) by written instructions from the Organization, is (are) authorized for and on behalf of the Organization to open a Certificate of Deposit account with the Bank and to execute and deliver a confirmation of instructions and any additional documentation containing a specimen signature of such individual(s). Any funds deposited therein shall be subject to withdrawal or transfer by such individual(s). (Anderson, Kirk-Glynn, Unanimous)
- Resolved, that the Board of Trustees of the Brookhaven Free Library approves each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by the Bank, but if the authority contained in them should be revoked/terminated by operation of law without said notice, it is resolved and agreed for the purpose of inducing the Bank to act hereunder, that the Bank shall be saved and held harmless from any loss suffered or liability incurred by it in so acting after revocation or termination without notice. (Anderson, Subhash, Unanimous)

#### **Old Business**

- The Library and Nelson & Pope are still waiting to hear back from the Town of Brookhaven in regards to closing out the Site Improvement Project.

#### **Adjournment**

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting at 8:11 PM. (Anderson, Kirk-Glynn, Unanimous)

Respectfully submitted:

*Brittany LaValle, Secretary*