

Mariya Hurwitz:

Good evening everyone. This is Mariya Hurwitz, president of the Sherman Library Association, Board of Trustees. This is a special meeting of the board. It is Wednesday, January 19th, 2022. This is a meeting to review and vote on the proposed budget for fiscal year 2022 through 2023. I'd like to call the meeting to order at 5:38 PM. Laura, remind me who we got to agree to review the minutes.

Laura Jagodzinski,:

Sorry. Dee and Caitlin are reviewing the minutes.

Mariya Hurwitz:

Perfect. Thank you Dee and Caitlin. Okay. So our only item on the agenda is to review the budget and to vote on it. Hopefully everybody has their copy of the budget in front of them. Henry, please, your driving. So we'll just...

Henry Cooperman:

Yeah, I did review it.

Mariya Hurwitz:

Okay. Does anybody need me to share my screen to share the budget that I have pulled up on my screen? Does everybody have it?

Mariya Hurwitz:

Okay. All right. So, and just a couple things that I wanted to point out before we go through the budget and, have any discussion about it. Jamie and I did meet with the first selectman, Don Lowe last Thursday. So just under a week ago, we didn't go through the budget line item by line item. We talked high level, we talked about, the growth in the library. We talked about, the fact that we would be asking...that it appeared that we needed to be asking the town for additional funding. We wanted to get his questions and feedback on that. I'll answer any specific questions any of you have, but really they're probably 30, 45 minutes or so. The gist of his feedback to us was the library has been flat relatively flat for almost three years now, and that it's not uncommon.

Mariya Hurwitz:

And they're seeing this with several organizations that there is a need to, step up every so often. So you see a flat budget for a few years, and then there's growth that happens and it's not unusual for us to be experiencing what we're experiencing and that he feels we should ask for what we need and be prepared to answer questions from the other selectmen and from the treasurer, and also be prepared to discuss our, our investment account. And what taking from it and what we're seeing growth wise in our investment account. Henry, is it possible to hit the mute button on your phone?

Henry Cooperman:

Yes.

Mariya Hurwitz:

Thanks. One thing that Jeff and I discussed briefly over the weekend is that we would work on a model and it'd really be, I'll be leaning on Jeff to, to build out the model of what we have in the account and

what we would experience, what the balance of the account would look like. If we had to repeatedly draw it down to support our operating expenses. So we'd like to have that with us when we go to meet with the town in February.

Mariya Hurwitz:

So bottom line was, determine what our needs are and, and then ask the town for what we need. So what are, what are some of your questions?

Mariya Hurwitz:

Oh, I'm sorry. One other thing you will see that this draft number two, which is the latest, it's only the only updated version I've done. You will see that there is \$13,100 moved into the line called income from investment proceeds. That's different than dividend income. This is money to support what we believe are, will be capital expenditures. That the we know of today, that the library will be incurring in that fiscal year. There may be additional capital expenditures that we don't know of, that we would come back and ask for separately. But this dollar amount represents capital investments, things that are assets that we would, would put that that is the purpose of the Vanguard account. So we were able to move that \$13,100 out of the line that says town grant and take that number down by \$13,000. Okay. Jamie, anything you want to add before we answer questions?

Jamie Cantoni:

No, I don't think so.

Mariya Hurwitz:

Okay. Thanks. All right. Open it up to questions,

Jeff Matusow:

Mariya I wanted to ask about that, that \$13,100. So you're saying that that is money that will come from the principle of the account as opposed to dividends and, and interesting?

Mariya Hurwitz:

That's correct. The \$35,000 that sits right below. It is what our forecast dividend revenues are, which we always pull out for op to cover operating expenses. It's always an item in our budget for income. This is additional. And I just, I show it as part of our P and L because this is more of like operating cash flow. I'm just trying to show the sources of funding to cover our expenses.

Barbara Ireland:

I guess I had a similar question, Mariya. I'm used to working with like operating budgets and then capital budgets. And so the \$13,100 in my idea would be a capital item and it would be shown as part of the capital budget so that what you actually have left is the operating budget expenses and revenues.

Mariya Hurwitz:

Mm-hmm (Affirmative) Yeah.

Barbara Ireland:

Separated out as a capital budget.

Mariya Hurwitz:

Yeah.

Barbara Ireland:

So that would change?

Mariya Hurwitz:

I think traditionally, and I completely understand from a financial reporting perspective, that's normal. Typically, the way the library has presented our financials to the community and has nothing to do with the way our financials are prepared for tax reporting purposes, the way we've prepared our financials for reporting to our members is to show everything we spent money on as an expense item and every source of income to cover those expenses as a revenue item. So, this is a little bit of a hybrid document, not to say we couldn't have, like you just described operating expense budget and a capital budget. We've never presented it in that way in the past. It's a combination of both.

Barbara Ireland:

I'm not sure we have to present it that way. I'm just hoping that we keep it, keep it a separate, the two separate when we put it on our books somehow, so that we know exactly what comes out of Capital.

Mariya Hurwitz:

we do. I work with the bookkeeper and the accountant to make sure that assets are capitalized and come off of the Pete. Now, when we prepare, when we do our fine...end of year financials.

Laura Jagodzinski,:

Mariya

Mariya Hurwitz:

Yes.

Laura Jagodzinski,:

It's Laura.

Mariya Hurwitz:

Hi, Laura.

Laura Jagodzinski,:

I need to remind everybody to use the, raise the hand feature or state their name before they speak.

Mariya Hurwitz:

Thank you. Irit.

Irit Granger:

Am I muted?

Mariya Hurwitz:

No, you are not.

Irit Granger:

This is Irit Granger. So, with this budget, does that mean that you're asking from the town another \$26,000 or where, what, what is the additional ask?

Mariya Hurwitz:

So look up in the revenue section fifth line down, town grant it's blocked out. It says \$196,780.

Irit Granger:

Yes.

Mariya Hurwitz:

Yeah. So that's \$26,580 more over prior year.

Irit Granger:

Oh, so that's so I read that correctly. Okay.

Mariya Hurwitz:

Yeah.

Irit Granger:

Thank you.

Mariya Hurwitz:

Sure... Questions?

Mariya Hurwitz:

When we met last-, this is Mariah again, when we met for monthly board meeting a week ago, Monday, the number for maintenance hasn't changed. It was \$25,000 a week ago. It's still \$25,000. We did provide a supplemental schedule that day showing the \$25,000. I didn't include that schedule again with this document, because the schedule didn't change, but we will need to vote on that as well. If anybody needs me to share my screen, I can do that. So you can take another look at it if, if you'd like to. As well as the \$13,100 that we're asking for, for the capital expenditures, which again there was a supplemental schedule that was provided with the board package. Let me just, hold on one second... I'm just trying to tell you exactly what makes up that \$13,100... I have slow internet connection. Laura, are you raising your hand again or is that old?

Laura Jagodzinski:

No, I was raising it again.

Mariya Hurwitz:

Okay. Go ahead while I'm...

Laura Jagodzinski,:

I just wanted to make sure I understand. So from the budget that we reviewed at our last meeting...

Mariya Hurwitz:

Mm-hmm (affirmative)

Laura Jagodzinski,:

...the change from that draft is, we reduced the increase in the request for the town grant. We reduced that amount by \$13,100.

Mariya Hurwitz:

That's correct.

Laura Jagodzinski,:

And we are taking \$13,100 from the investment account.

Mariya Hurwitz:

That's right.

Laura Jagodzinski,:

That's the change. That's everything else that we talked about you the same from last, our last meeting.

Mariya Hurwitz:

That's Correct.

Laura Jagodzinski,:

Okay.

Henry Cooperman:

Mariya

Mariya Hurwitz:

Jeff. Yes. Hi Jeff.

Henry Cooperman:

Hi, this is Henry.

Mariya Hurwitz:

Oh, Henry, Henry. I'm sorry, go ahead.

Henry Cooperman:

So I just want to reiterate that the money that we're taking from the investment account is for the fiscal year starting July 1st, 2022.

Mariya Hurwitz:

That's correct.

Henry Cooperman:

Okay. I just wanted to clarify that and make sure everybody understands that. So it's not money that we're pulling out now, but it's for the next fiscal year.

Mariya Hurwitz:

That's correct. That's correct.

Henry Cooperman:

And I will share as the chair of the investment committee that, I'm a hundred percent behind this. And that we have the ability to do this because of appreciation of the investment account.

Mariya Hurwitz:

Thanks Henry.

Henry Cooperman:

You're welcome.

Mariya Hurwitz:

The number that makes up the \$13,100 is the \$5,000 that you see on the building reserve line, down under expenses. And that's going to be money used for barn AV equipment. So that will be capitalized. So there's \$5,000 in there for that. And then there is the dollar amounts that were on the schedule that I sent you guys for the capital when we had our meetings. So I don't know if you guys have that in front of you, but it was \$1,900 for the meeting room, maybe equipment. It was a \$1,000 for audio assistive equipment in the barn. It was a \$1,000 for a table meeting room. And, then there was other barn equipment that's not captured in the \$5,000 that added up to \$3,500. So that's how the \$13,100 was arrived at. Go ahead, Laura.

Laura Jagodzinski,:

I'm sorry, so those are all one time expenses?

Mariya Hurwitz:

One time investments yes.

Barbara Ireland:

I guess I don't question the amounts at all. And I don't mean to be a pain about this. This is Barbara again, but it's cleaner to me, I guess, just from my experiences over my lifetime to have the operating expenses is one thing and the capital items as another, so that you show what your capital expenses are and what makes up those capital expenses in a separate sort of budget. And you show your true operating expenses in the operating budget.

Mariya Hurwitz:

Okay.

Barbara Ireland:

Because if this is a hybrid, like you said, and I find it, I don't want to confuse the selectman.

Mariya Hurwitz:

Yeah. The selectmen are used to seeing it this way, but I don't disagree with you in terms of, I think it's totally doable and reasonable to keep two separate, an investment or a capital budget and an operating budget. The total won't change in terms of the requirements of cash. It's just breaking it out into two, into two separate documents and that's, that's fine.

Barbara Ireland:

Well, I think, I think it gives the board, a truer sense of what we're spending the cap for the capital items on. If we can see the capital amount that's been removed from the principal and what that exactly that goes for. And I think that would make a lot of sense to have it reported to us that way. So we would know it.

Mariya Hurwitz:

Okay.

Barbara Ireland:

From now On.

Mariya Hurwitz:

I agree with you. I'm not pushing back on that at all. I just want to make everybody comfortable and understand that what you're saying, doesn't change the cash needs. It's not changing anything about what we would need to ask the town for. I think the community and our members have wanted to know historically, what do we spend our money on? And maybe the solution to that is to you figure out a way to develop a cash flow statement that shows, what our money goes, what we spend it on. So that maybe that's, so that we have something to show our members at our annual meeting that shows, what did the library, what did we spend our money on and what were those sources of funds and that just might be better presented as a cashflow statement.

Barbara Ireland:

Okay. And this is Barbara to, to go back to that again, that also helps in the expense line because you have the capital items in the expense, what I consider to be the expense operating budget as well. And I think if those were taken out of there, it would make the total look different too. So, that people could grasp immediately what was being paid for with capital funds and what was being paid for with operating funds. You see what I mean?

Mariya Hurwitz:

Yep! I completely understand your ask.

Barbara Ireland:

Okay...

Mariya Hurwitz:

So Barbara, are you, and again, just I'm reiterating what you are saying is sort of a presentation, you know, presenting our financials in a more standard, you know, gap way, but the is not changing anything that asking for from the town. It's not changing what we need to pull out of investments. So are you comfortable if we say, okay, let's start to present the financials differently, but we still can vote on these numbers tonight because these are the amounts that we need to present. Yeah,

Barbara Ireland:

Absolutely.

Mariya Hurwitz:

Okay.

Barbara Ireland:

Absolutely. This Barbara, my answer is absolutely I'm comfortable with voting on what we have to vote on tonight. I just would like to see it presented differently. I think it would be more understandable for everybody.

Mariya Hurwitz:

Agreed. I will work on that.

Barbara Ireland:

Okay.

Mariya Hurwitz:

What other questions do people have?

Barbara Ireland:

Well, I hate to- it's Barbara again, I hate to ask again, but so the actual amount we're asking for the town for is, is \$26,580.

Mariya Hurwitz:

More than we asked for last year. It's \$196,780.

Barbara Ireland:

Over?

Mariya Hurwitz:

Above. Yeah. Above last year's ask. So last year and the prior year, which you can see on here were flat. We asked for the same amount the year before. So three years ago, it was just slightly less than that. We only asked for a few percentage points higher. So as you know, Don was pointing out to us. The first selectman was pointing out. We have been flat for a while and it, he's not surprised that we're finding ourselves in the need to ask for more funding.

Barbara Ireland:

Okay. So you don't think it'll be a problem when he sees this \$26,000 difference based upon your conversation with him?

Mariya Hurwitz:

I told him the exact number. I told him the exact number, yeah. And that doesn't mean that he would, is committing anybody's votes on his, for his colleagues to this. He just said, he didn't feel that we needed to go back to the drawing board and change our numbers. Okay.

Jeff Matusow:

This is Jeff, I'm just curious in the prior couple of years, given that fact that it really wasn't much of a change or even no change in the ask. Was the process just sort of a rubber stamp? They said last year, you got, you asked for \$170 this year, you're asking for \$170, done. Or, or was there a lot of scrutiny? I'm just curious.

Mariya Hurwitz:

No, I would say the year, there's always a lot of questions about our investments and what it's going on with our Vanguard account. But last year when we were flat, I think they said, oh, that's great. Thanks. It was a pretty quick conversation. So I'm sure this will be a more challenging conversation and that's their job, right? So I'm expecting that they'll ask questions and, and I better. And Jamie and whoever joins us at those meetings are going to be prepared to answer those questions. I feel like Don asked a lot of what I would expect people to ask when we met with him the other day... Irit?

Irit Granger:

Yes, Irit here. I just wondered what percentage that increase represents?

Mariya Hurwitz:

It's 15.62.

Irit Granger:

And do you? Who do you go with to the budget meetings besides Jamie?

Mariya Hurwitz:

Well, I think the executive committee usually tries to go and I would love anybody else's presence just for. Jamie. Do you have the schedule in front of you, of the meetings? Thanks. I would love, the support of anybody. And a lot of times it's, you go in and we always go first or, and I believe we are again this year and you know, it's pretty quick, we're in and out in less than a half hour, typically it might be longer this time, but it's just nice to have people there to show the support.

Jamie Cantoni:

I can read the schedule and who's supposed to attend if you'd like,

Mariya Hurwitz:

Thanks, Jamie.

Jamie Cantoni:

Sure. So I have to submit the budget by Friday, January 28th, we are scheduled for Wednesday, February 23rd, at 7:00 PM for a pre-budget meeting. I am required to be there as well as Mariya and the board. On March 7th, which is a Monday and March 9th, which is a Wednesday, both at 7:00 PM. There are budget workshops. I don't know if we have to attend one or both of those. They did not indicate that. I have to attend those. And the board is encouraged to attend those. On March 30th is the budget hearing at 7:00 PM, which I have to attend And the board is encouraged to attend. April 14th, which is a Thursday evening at seven, is the board of selectman special meeting, which I'm required to go and the board. April 23rd, which is a Saturday morning, is the annual budget meeting at 10:00 AM. And I, and the board are required to attend and then on April 30th, which is a Saturday from 8:00 AM to 8:00 PM is the budget referendum and they did not indicate who was required to attend.

Mariya Hurwitz:

That's the actual, this is Mariah. That's the actual vote.

Jamie Cantoni:

Mm-hmm (affirmative).

Mariya Hurwitz:

The date. Yeah. So the budget workshops, the past two years, Ashley. So those are the ones that occur after the sit down meeting the sort of the first meeting where, where I would, we would sit down with the selectmen. The budget workshops, Ashley attended them alone in the past two years. I wouldn't ask Jamie to do that this year, just because that would be an unfair position to put you in being so new. So I would attend those with you. And usually, it's just to be there in case the question comes up and, we have a representative from the library that can answer those questions. Ashley reported back that typically she didn't normally speak or get engaged. So, but I would come with you Jamie to that...

Mariya Hurwitz:

Barb.

Barbara Ireland:

I hope Henry's going to go because I think Eric does attend those workshop meetings. And he's going to be the one to ask the questions. Probably the tough questions.

Mariya Hurwitz:

Yes. This is Mariah. My experience has been that Eric asks the questions and from what I understand, only at, mostly at that very first meeting where we all sit down and present it. There's a lot of questions that get asked then not my experience or what I heard back from Ashley is that, it doesn't come up during the workshops, could this year, but, and Henry has always come. Henry's always come to those meetings. That first meeting with, the selectmen.

Mariya Hurwitz:

Laura, your hands raised.

Laura Jagodzinski,:

Yes. Laura Jagodzinski. Two things regarding the schedule. Jamie, could you send the schedule out to us in an email?

Jamie Cantoni:

Sure.

Laura Jagodzinski,:

Or send it to me and I can include it when I send the agenda out and the minutes out to everyone.

Jamie Cantoni:

Mm-hmm (affirmative).

Laura Jagodzinski,:

Second, if we could be really clear as to what we're encouraged to attend versus what we have to attend. I have not, I've never been required to attend. It's always been suggested to attend. So I want it to be absolutely clear to us. What's recommended versus what we have to be there for

Jamie Cantoni:

Sure. That's in another document that, I believe the board voted on. Actually.

Mariya Hurwitz:

No, I think it's. I think it's just a document, Ash. This is Mariah that Ashley put together,

Laura Jagodzinski,:

The email, the it's Laura, the email that I forwarded you from last year, is that what you're looking at?

Jamie Cantoni:

Mm-mm (negative).

Mariya Hurwitz:

No.

Laura Jagodzinski,:

Okay. All right. So if, and if it is required, if you could just tell us, who's requiring us to be there.

Jamie Cantoni:

I will try...

Mariya Hurwitz:

I'll work with you...

Mariya Hurwitz:

Jamie, when you and I have our meeting tomorrow, we'll go through it and, and figure that all out. And if we need to ask the town, because my, my feedback is going to be based on the past three years or four years. But if we have to get clarity from the town as to whose required to be present, we can do that.

Laura Jagodzinski,:

Yeah. I've not been required since I've been on the board. I mean, I've gone to them because it was suggested that we went, but I wasn't required. So if we can just get clarification on that, I'd appreciate it.

Mariya Hurwitz:

So we might not have that back to you Laura in time for your minutes distribution, but we'll, send it to you probably, Friday or so.

Laura Jagodzinski,:

No problem. Whenever we get it, just as long as we all know. That's fine. Thank you.

Mariya Hurwitz:

All right, Henry got, this is Mariah again. Henry was on one of the dead zone roads in Sherwin. So we've lost him for now. Oh, I see him popping back on now.

Henry Cooperman:

I'm here.

Mariya Hurwitz:

Hi Henry. Okay.

Henry Cooperman:

Sorry, having hollow road.

Mariya Hurwitz:

I used to drive it every day. All right. Any other questions? Okay. So I would like to make a motion to approve. Excuse me, one. Let me back up one second. Laura, do I, do you think I need two motions, one for the budget and one for the supporting maintenance detail or can I and capital or should I, should I do them separately or can I lump them together?

Laura Jagodzinski,:

I, I would put them all together.

Mariya Hurwitz:

Okay.

Laura Jagodzinski,:

Because they're all they're, they're, it's the budget. It's a package. The other two are just supporting components of the budget. So, and that's what we've done in the past.

Mariya Hurwitz:

Okay. So Mariya Hurwitz, I would like to make a motion that we approve the budget that we, was distributed for today's meeting in which we'll be, be total income of \$392,650 total expense of \$392,650 request from of the town of \$196,780. It includes a supplemental schedule for capital items, totaling \$13,100 and a supplemental schedule supporting the maintenance items of \$25,000.

Laura Jagodzinski,:

It's Laura. I'll second. The motion

Mariya Hurwitz:

All in favor?... Any Opposed?

Laura Jagodzinski,:

Henry... Henry?

Henry Cooperman:

Yes. I vote in favor.

Laura Jagodzinski,:

Okay.

Mariya Hurwitz:

That's everybody in favor. So moved, the budget for presentation to the town has been approved and we will let everybody know of your requirements for attending the various meetings or when we present the budget. So, thank you all very much. I'd like to make a motion. Oh, sorry. Barbara, go ahead.

Barbara Ireland:

No, I just wanted to say it's nice to see everybody.

Irit Granger:

Nice to see you to Barb.

Laura Jagodzinski,:

And you're in the sun Barb.

Mariya Hurwitz:

Yes she is.

Barbara Ireland:

Yeah.

Irit Granger:

I mean, she's the only one. She's the only one that's been smiling through this meeting.

Barbara Ireland:

I know. I know. All right

Mariya Hurwitz:

We'll enjoy the rest of your vacation and I'll make a motion to adjourn the meeting at 6:07 PM.

Irit Granger:

Bye.

Mariya Hurwitz:

Thank you everybody.