

Belfast Library
Regular Board Meeting
July 8, 2025
Agenda

1. Call to Order and attendance- Tara, Bob, Beth, and Sheila
2. Any deletions or additions
3. Treasure Account Update- \$5,565.55
4. Approve Last Month's Minutes - Tara moves to approve, Annie second
5. Treasure Report-
 - a. Need a locking file cabinet (2-drawer), need ERS number, need approve insurance for workman's comp, etc.
 - i. Motion to approve workman's comp (Utica National) for annual premium for \$507 annually, and DBL/PFL insurance (Shelter Point) for \$411.64 annually. (Through Hasper and Dye). Tara motions, Annie seconds.
 - ii. Balance of operation fund \$88,500.25 and \$5,515.04 in reserve.
 - iii. Bill from Architect for \$13K (use investment funds)

**BELFAST CENTRAL SCHOOL
TO FORMALLY SEPARATE FINANCIAL OPERATIONS FROM THE
BELFAST PUBLIC LIBRARY**

WHEREAS, *the Belfast Central School Board of Education has historically overseen or shared certain financial responsibilities or arrangements with the Belfast Public Library; and*

WHEREAS, *the Board recognizes the need to clarify and formalize the financial independence of the Belfast Public Library in accordance with applicable state laws, best practices in public finance, and the interests of transparency, efficiency, and accountability; and*

WHEREAS, *it is in the best interests of both the Belfast Central School and the Belfast Public Library that their financial operations be administered independently, with clearly delineated responsibilities and separate fiscal oversight;*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Education of Belfast Central School hereby directs the Superintendent or designee to work with library leadership, legal counsel, and appropriate financial officers to:*

1. **Cease all fiscal management activities** *currently performed by the School District on behalf of the Public Library, effective July 1, 2025, or as soon as practicable;*

2. **Transfer all relevant financial responsibilities**, including budgeting, payroll, accounting, auditing, and reporting functions, to the governance structure of the Belfast Public Library;

3. **Establish clear written documentation** outlining the termination of shared financial services and defining any continuing obligations, if any, during the transition period;

4. **Ensure compliance** with all applicable local and state regulations governing the financial autonomy and reporting requirements of public libraries; and

5. **Communicate** this change to all relevant stakeholders, including library staff, school district employees, and the public, to maintain transparency and trust.

b. **Public Vote** Belfast Central School will hold the vote for the Belfast Public Library

i. Motion to approve by Bob, second by Annie. Ayes- 4, Nay-0.

c. Notify the NYSED Division of Library Development (DLD) of the change. (They may want to see both boards resolutions)

d. Determine if the library will need to perform its own annual audits. - The Accounting firm will be doing this.

6. Director's Report - circulation is down, trying to brainstorm ways to increase. Artist is injured so art workshops are down. Craft night is going well- some attendees want to put on more. Pound Auction- wasn't well attended (30ish people). Still have several items to auction off.

7. Town board meeting. Next meeting is July 21 @7pm.

8. Business

a. Friends of Library Update- no update

b. Website- policies? (still working on that- different fonts, sizes, etc) minutes? (May is up!)

c. Capital Project, Grants, - Awarded Phase 4 Construction Aid (\$125,758)

i. investing funds- liquidating

d. Summer reading program- starting on Monday.

e. Taste of Belfast/ Concert Series: Thursdays - posters/food/vendors Taste

i. Jack Castle- [Aug 7 \(Patty or Marc get tickets to Tara to sell 50/50- \\$1 for one ticket or \\$5 for 10\)](#)

ii. Reeni & Amy- [Aug 14](#)

iii. Brendan & Joe- [Aug 21](#)

iv. John Wise- [Aug. 28](#)

Taste of Belfast:

HAVE EMCEE for beginning, middle, end... -Patty

Fire Dept – Jeff / Patty-YES

3Bums – Beth-YES

Harringtons – Tara- YES (2 tickets for pizza, 1 firecracker)

Reserve Hall – Sheila- YES

Aces – Patty-YES

E. Hosmer – Tara- YES

Backwoods – Patty - Pending ???????????

Rt. 19 – Sheila - YES

Gwen Ashford (Popcorn) – Sheila- can't find
9. Bills
Next regular meeting is August 19 @6:30pm