



## **Board Meeting Minutes**

March 30<sup>th</sup>, 2022

6:30 pm - 8:00 pm

**70 North Main Street, Freeport, NY 11520**

**Also via ZOOM**

### **Board Members Present:**

**Via Zoom:** Jim Joy, Therese Mora, Steve Miller, Amy Zaslansky,

**In person:** Christine Ireland, Joanna Austin, George Brennan

**Board Members not attending:** Alton Byrd, Melissa Connolly, Kelly McGarrity

### **Also present:**

**Executive Director:** Eileen Minogue

### **Proceedings:**

- Meeting called to order at 6:32 PM March 30<sup>th</sup>, 2022

### **Remarks - Jim Joy**

Board to be engaged in whatever needs to be done. Thank the Board and Eileen for all the work done so far.

A motion was made by Steve Miller to approve the minutes of the meetings from 01/19/2022. George Brennan seconded the motion, all approved. Minutes accepted.

### **Agenda – Presented by: Eileen Minogue**

#### **Treasurer's report:**

#### **Presentation and Review of the 2021 Budget**

- Total Income through Feb 2022: \$119,290, (26,905 over Budget)
- Total Income as of Feb 2021: \$42,677
- 2022 over 2021 income as of Feb 20: 76,679
- Total Expenses through Feb 2022: \$63,900 (\$18,819 Under Budget)
- Total Expenses Feb 2021: \$43,943
- 2022 over 2021 Expenses: \$19,957
- Income vs expense through October 30<sup>th</sup>, 2021: \$177,342

- Cash balance as of October 30<sup>th</sup>, 2021: \$344,555

**Net Income: \$55,393**

**Cash Balance as of 3/27/22: \$428,584**

**Board Give/Get update:**

- Total Give/Get: \$7,472 as of Feb 2022
- Total Give: \$112
- Total Get: \$7,410

We need to ensure we have 100% board Give/Get at a level that is comfortable to each Board Member.

**Program Update:**

- Total books distributed YTD = 117,272
- Total books distributed since 2012= 3,272,910
- Program Highlight: Targeted Schools
- Wyandanch Update: Goal 22,900 Distributed 12,744
- Westbury Update: Goal 41,860 Distributed 10,105
- PS 28 NYC: Goal 4,940 Distributed 2,955

**Development Update:**

- 2022 NYC Marathon Runners- 5 Runners Secured-\$12,500 committed
- Hope to request 5 more spots- additional \$12,500 income stream
- Read-A-Thon – May 1<sup>st</sup> to May 31<sup>st</sup> Goal \$100,000 - \$43,510 raised as of 3.27.22

**New Website**

Logo and Branding Redesign- Core Value Exercise with Board Members Participation  
Passion/ate, Empower/ed, Equitable, Respect/ful, Fun, Access/ible, impact/ful Sustain/able  
Second meeting scheduled to regroup.

**Office Update: N/A**

**Governance update:**

Insurance Renewal due in May securing 2022 costs below 2021

Coverage: Commercial Package (general Liability/Property)

**Limits: General Liability**

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

**Property**

Personal Property \$5,000

Deductible: \$1,000

Annual Premium \$1,622.68

Coverage: Directors and Officers

Carrier: Mt Vernon Fire ins Co

Limits: 1,000,000 Deductible: \$1,000

Annual Premium \$1078

**IRS 990 Update:** Draft Presented to TBF Team

Submission within 2 weeks

**New Business:**

The need for larger warehouse is top priority:

Overflow of books

Community Book Fairs impacted by size and weather

Sorting impacted by limited space

Decreased efficiency due to multiple movement of the boxes between storage facilities

Safety Concerns

**Meeting adjourned at: 8:31PM**

**Next board meeting will be 05/18/2022**