

BOARD OF TRUSTEES MEETING
MINUTES FROM MEETING MARCH 21ST, 2022

Gemma Tansey, President	Tara Lannen-Stanton, Director
Mary Ellen Guarini, Vice President	Jill Brennan Lessard, Admin Asst
Robin Donovan, Secretary	Ralph Madalena, Attorney (remote)
Anita LaSpina, Trustee (remote)	<u>ABSENT WITH NOTICE:</u>
Sam Pinto, Trustee	

- I. *Call to Order by President Gemma Tansey @ 2:04 p.m.*
- II. *The Pledge of Allegiance was recited by all present.*
- III. *Community Recognition*
 1. *Naomi Diracles, Long Beach Art League – Ms. Diracles was presented with a certificate of appreciation for her many years of service to the Art League, as an artist, an advocate, and a leader.*
- IV. *Approval of Minutes from 02/14/22 was motioned by Trustee Guarini, seconded by Trustee LaSpina, and unanimously approved.*
- V. *Approval of Bills and Schedules 1244 thru 1247 – was motioned by Trustee Guarini, seconded by Trustee Pinto, and unanimously approved.*
- VI. *Public Comment (limited to three minutes per person) – please refer to the meeting audio to be posted on the Library’s website for Public Comment.*
- VII. *Monthly Reports – February 2022 – the following reports were included in the Board Packet for review.*
 1. *Director’s Report*
 2. *Monthly Stats*
 3. *Updates on Current Projects*
 4. *Patron Services Department Reports*
 5. *Youth Services Department Reports*
 6. *Adult Services Librarians’ Reports*
- VIII. *Old Business*
 1. *PPE Policy Update– was motioned for approval by Trustee Pinto, seconded by Trustee LaSpina, and unanimously approved.*
 2. *Repair, replace, and maintain flood barriers – the Board voted unanimously to approve the purchase of the new flood barrier system, but to hold off on the proposed maintenance agreement. Moved by Trustee Pinto and seconded by Trustee Guarini.*
 3. *FY 2022 budget revisions – were motioned for approval by Trustee Donovan, seconded by Trustee Guarini, and unanimously approved.*
 4. *Revisions to Library By-Laws – the Board voted to accept the revisions, with the stipulation that the Board will look at the By-Laws further as necessary. Moved by Trustee Guarini, seconded by Trustee Pinto. Trustees Tansey, Guarini, LaSpina, and Pinto voted in favor; Trustee Donovan voted against.*
 5. *Rescind Independent Claims Auditor Policy – the Board voted unanimously to rescind. Motioned by Trustee Pinto, seconded by Trustee LaSpina.*
 6. *Claims Audit Procedure – the Board voted unanimously to approve. Motioned by Trustee Pinto, seconded by Trustee LaSpina.*
 7. *FY 2023 proposed budget – was unanimously tabled; the Director will provide additional budget*

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scenarios prior to the Board voting on the 2023 budget. Moved by Trustee Donovan, seconded by Trustee LaSpina.

IX. *New Business*

1. *Appointment of Library Treasurer* – was unanimously approved. Moved by Trustee LaSpina, seconded by Trustee Donovan. ****Note, Trustee Tansey was not present for this vote. Trustee Pinto was present via phone, and therefore barred from voting.**

2. *Retirement Incentive for Staff* – this item was tabled. Moved by Trustee Donovan, seconded by Trustee LaSpina, and unanimously approved. ****Note, Trustee Tansey was not present for this vote. Trustee Pinto was present via phone, and therefore barred from voting.**

3. *Appropriation of Reserve Funds for 1st Floor Renovation* – was unanimously approved. Motioned by Trustee LaSpina, seconded by Trustee Donovan. ****Note, Trustee Tansey was not present for this vote. Trustee Pinto was present via phone, and therefore barred from voting.**

4. *Parking Meters in Business District* – information was included in the packet for review.

X. *Public Comment* – all other items (limited to three minutes per person) – please refer to the meeting audio to be posted on the Library's website for Public Comment.

XI. *CSEA* – there were no CSEA items

XII. *Personnel* – there were no Personnel items.

XIII. *Executive Session* – The Board voted unanimously to enter Executive Session at 3:40 p.m. Motioned by Trustee Pinto, seconded by Trustee Tansey. The Board voted unanimously to re-enter Public Session at 4:29 p.m. Motioned by Trustee LaSpina, seconded by Trustee Donovan. Trustee Guarini advised that no votes were taken during Executive Session. ****Note, Trustee Tansey was not present for this vote. Trustee Pinto was present via phone, and therefore barred from voting.**

XIV. *Date and Time of Next Meeting is Monday, April 18th, 2022 at 7:00 p.m.* – was motioned by Trustee LaSpina, seconded by Trustee Donovan, and unanimously approved. ****Note, Trustee Tansey was not present for this vote. Trustee Pinto was present via phone, and therefore barred from voting.**

XV. *Adjournment* – the meeting was adjourned at 4:38 p.m. Motioned by Trustee LaSpina, seconded by Trustee Donovan, and unanimously approved. ****Note, Trustee Tansey was not present for this vote. Trustee Pinto was present via phone, and therefore barred from voting.**

PLEASE NOTE: Audio of this meeting will be posted to the Library's website. Transcription will be made available at a later date.