

BOARD OF TRUSTEES MEETING
MINUTES FROM MEETING APRIL 18TH, 2022

Gemma Tansey, President
Mary Ellen Guarini, Vice President
Robin Donovan, Secretary
Anita LaSpina, Trustee (remote)

Tara Lannen-Stanton, Director
Jill Brennan Lessard, Admin Asst
ABSENT WITH NOTICE:
Sam Pinto, Trustee
Ralph Madalena, Attorney

- I. *Call to Order by President Gemma Tansey @ 7:02 p.m.*
- II. *The Pledge of Allegiance was recited by all present.*
- III. *Approval of Minutes from 03/21/22 (as amended) and 4/4/22 was motioned by Trustee Guarini, seconded by Trustee LaSpina, and unanimously approved.*
- IV. *Approval of Bills and Schedules 1248, 1249, 1250 – was motioned by Trustee Donovan, seconded by Trustee Guarini, and unanimously approved.*
- V. *Donor Recognition – the Board recognized the \$4,621 anonymous donation to be used for digitizing our local newspapers, as well as the \$1,000 donation from Ken Parr in memory of his wife (and former LBPL Board of Trustee member) Diane Parr.*
- 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 – March 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*
 7. *Business Office Report*
- VIII. *Old Business*
 1. *By-law revisions – was motioned for approval by Trustee Donovan, seconded by Trustee Guarini, and unanimously approved.*
 2. *Facilities inspection report (capital projects) – after discussion, the Board had questions that could not be answered based on the report provided by LBSD; they asked the Director to get more detailed information prior to the May meeting.*
 3. *Template for Director’s annual Performance Evaluation – were motioned for approval by Trustee Guarini, seconded by Trustee LaSpina, and unanimously approved.*
- IX. *New Business*
 1. *Install security fencing behind Library – was unanimously approved. Moved by Trustee Donovan, seconded by Trustee Guarini.*
 2. *Remote Work Policy – this policy was approved. Moved by Trustee Guarini, seconded by Trustee LaSpina. Trustees Tansey, Guarini, and LaSpina voted in favor; Trustee Donovan voted against.*
 3. *Gift & Donations Policy – was unanimously approved. Motioned by Trustee Guarini, seconded by Trustee LaSpina.*
 4. *Mobile Device Borrowing Policy – was motioned by Trustee Guarini, seconded by Trustee Donovan,*

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and unanimously approved.

- 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*
1. *CSEA Negotiations Update* – The Board **voted unanimously to enter Executive Session at 8:59 p.m. Motioned by Trustee Guarini, seconded by Trustee Tansey.** The Board **voted unanimously to re-enter Public Session at 9:20 p.m. Motioned by Trustee Guarini, seconded by Trustee Tansey.** Trustee Tansey advised that no votes were taken during Executive Session.
- XIV. *Date and Time of Next Meeting* is Monday, May 23rd, 2022 at 7:00 p.m. – **was motioned by Trustee LaSpina, seconded by Trustee Donovan, and unanimously approved.**
- XV. *Adjournment* – the meeting was adjourned at 9:25 p.m. **Motioned by Trustee Guarini, seconded by Trustee Tansey, and unanimously approved.**

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