

**BOARD OF TRUSTEES MEETING**  
(IMMEDIATELY FOLLOWING FY 2023 REORGANIZATION MEETING)  
**MINUTES FROM MEETING JULY 11<sup>TH</sup>, 2022**

This meeting will be conducted via Zoom only. It will be recorded and transcribed at a later date.

The public is welcome to join the meeting.

**Join from your computer, tablet, or smartphone:**

<https://us02web.zoom.us/j/84932871396?pwd=c21MbnBycXVWNnZnK21pNklvV0ZoUT09>

**You can also call in using any phone**

(646) 558-8656

**Meeting ID:** 849 3287 1396

**Passcode:** 180528

Mary Ellen Guarini, President	Tara Lannen-Stanton, Director
Anita LaSpina, Vice President	Jill Brennan Lessard, Admin Asst
Gemma Tansey, Secretary	Brian Cleary, Treasurer
Robin Donovan, Trustee	<b>ABSENT WITH NOTICE:</b>
	Sam Pinto, Trustee

- I. *Call to Order by President Mary Ellen Guarini @ 6:41 p.m.*
- II. *Roll call was taken.*
- III. *Approval of Minutes from 5/23, 6/13, 6/27 and 6/30/22 were unanimously approved as adjusted. Motioned by Trustee Donovan, seconded by Trustee Tansey.*
- IV. *Approval of Bills and Schedules 1255 thru 1258 were unanimously approved. Motioned by Trustee Guarini, seconded by Trustee Donovan.*
- V. *Donor Recognition – there were no Donors to recognize*
- VI. *Public Comment on Agenda Items (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 – May and June – were all included in the packet for review.*
  1. *Director’s Reports*
  2. *Monthly Stats (May only, June EOY stats will be in 9/22 Board packet)*
  3. *Updates on Current Projects*
  4. *Patron Services Department Reports*
  5. *Youth Services Department Reports*
  6. *Adult Services Librarians’ Reports*
  7. *Business Office Reports*
- VIII. *New Business*
  1. *Introduction to new Library Treasurer, (Brian Cleary)*
  2. *Approval to pay bills during Summer Recess – the Board voted unanimously to approve; motioned by Trustee Tansey and seconded by Trustee Donovan.*
- IX. *Old Business*
  1. *Updated fencing quotes – the Board unanimously approved the galvanized fence at \$14,180. Motioned*

**BOARD OF TRUSTEES MEETING**  
(IMMEDIATELY FOLLOWING FY 2023 REORGANIZATION MEETING)  
**MINUTES FROM MEETING JULY 11<sup>TH</sup>, 2022**

This meeting will be conducted via Zoom only. It will be recorded and transcribed at a later date.

The public is welcome to join the meeting.

**Join from your computer, tablet, or smartphone:**

<https://us02web.zoom.us/j/84932871396?pwd=c21MbnBycXVWNnZnK21pNklvV0ZoUT09>

**You can also call in using any phone**

(646) 558-8656

**Meeting ID:** 849 3287 1396

**Passcode:** 180528

**by Trustee Donovan, seconded by Trustee LaSpina.**

2. *FY 2022 Year End Budget Revision* – The Board **voted unanimously to approve; motioned by Trustee Tansey, seconded by Trustee LaSpina.**
  3. *FY 2023 thru 2025 Strategic Plan Goals & Objectives* – were **unanimously approved. Moved by Trustee LaSpina, seconded by Trustee Tansey.**
  4. *Review Professional Services Selection Procedure* – was discussed.
  5. *Revisions to Procurement Policy* – were **unanimously approved. Motioned by Trustee Donovan, seconded by Trustee LaSpina.**
  6. *Pre-COVID and Since COVIC Library Usage Stats* – information was included in the packet.
- 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*
1. Annual increases for Business Office staff – the Board **voted unanimously to approve. Motioned by Trustee LaSpina, seconded by Trustee Tansey**
- XIII. *Executive Session* – the Board **voted unanimously at 7:34 p.m. to enter Executive Session. Moved by Trustee Tansey, seconded by Trustee LaSpina.** The Board returned to Public Session at 8:12p.m. No votes were taken during Executive Session.
1. Evaluation of Library Director for FY 2022
- XIV. *Proposed Date and Time of Next Meetings* – *Monday, September 19, 2022 at 7p.m.* – was **unanimously approved. Moved by Trustee LaSpina, seconded by Trustee Tansey.**
- XV. *Adjournment* – the meeting was adjourned at 8:15 p.m. **Motioned by Trustee Tansey, seconded by Trustee Donovan, 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.