

Monday January 23rd, 2023 2:00 p.m.
BOARD OF TRUSTEES REGULAR MEETING AGENDA

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

- I. *Call to Order by President Guarini @ 2:02pm*
- II. *Roll call was taken by President Guarini.*
- III. *The Pledge of Allegiance was led by Trustee Pinto and recited by all present.*
- IV. *Approval of Minutes from 11/28/2022 - the minutes were unanimously approved as corrected. Motioned by Trustee Tansey and seconded by Trustee LaSpina.*
- V. *Approval of Bills and Schedules – 1273-1278 – the bills and schedules were unanimously approved. Motioned by Trustee LaSpina, seconded by Trustee Pinto.*
- VI. *Donor Recognition – there were no donors to recognize.*
- VII. *Public comment on agenda items (limited to two minutes per person)*
- VIII. *Monthly Reports – November and December*
 1. *Director’s report*
 2. *Assistant Director / Adult Services Report*
 3. *Monthly Stats*
 4. *Updates on Current Projects*
 5. *Patron Services Department Report*
 6. *Youth Services Department Report*
 7. *Business Office*
- IX. *New Business*
 1. *Update on Library Financials*
 - *Presentation by Brian Cleary, LBPL Treasurer*
 - *July through December 2022 Financial Statements*
 2. *Outreach Plan*
 3. *Adult Volunteer Program*
 4. *Update Library Hour – 4/30/2034*
 5. *Drug Use by Library Visitors*
 6. *Jazz Festival*
- X. *Old Business*
 1. *Banking Update / Documents*
 2. *Criteria for Posting Materials in LBPL*
 3. *Policies*
 - *Trustee Education (new) – was motioned for approval by Trustee Pinto, seconded by Trustee*

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LaSpina, and unanimously approved.

- *Capital Asset Records (revision)* was motioned for approval by Trustee LaSpina, seconded by Trustee Tansey, and unanimously approved.
- *Library Credit Card (revision)* was motioned for approval by Trustee Pinto, seconded by Trustee Guarini, and unanimously approved.

XI. *Public Comment - all other items (limited to three minutes per person)*

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

XIII. *Personnel*

1. *Internal Promotions*

- N/A

2. *Retirements*

- N/A

3. *External Hires* the following hires were **moved for approval by Trustee Pinto, seconded by Trustee LaSpina, and unanimously approved**

- *Mariel Matthews, Librarian I, Patron Services (full-time)*
- *Jacob Cohen, Clerk, Floating (part time)*

XIV. *Executive Session – Trustee Pinto moved to enter Executive Session at 3:10p.m.; seconded by Trustee Tansey, and unanimously approved. The Board voted unanimously to enter Public Session at 3:30 p.m.; motioned by Trustee Pinto and Seconded by Trustee LaSpina. No votes were taken during Executive Session.*

1. *Individual patron Matters*

2. *Individual employee matters*

XV. *Date and time of next meeting Monday February 27th at 2:00 [p.m. – was unanimously approved. Moved by approval by Trustee Pinto, seconded by Trustee Tansey.*

XVI. *Adjournment – the meeting was adjourned at 3:32 p.m. Motioned by Trustee LaSpina, seconded by Trustee Tansey and unanimously approved. .*