

Thursday June 22nd, 2023 10:00 a.m.
BOARD OF TRUSTEES REGULAR MEETING MINUTES

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

- I. *Call to Order by President Guarini @ 10:02 a.m.*
- II. *Roll call was taken by President Guarini*
- III. *The Pledge of Allegiance was recited by all present.*
- IV. *Approval of Minutes from 05/15/23 - the minutes were **unanimously approved as amended.** Motioned by Trustee Tansey, seconded by Trustee LaSpina.*
- V. *Approval of Bills and Schedules – 1291-1294 – the bills and schedules were **unanimously approved as amended.** Motioned by Trustee LaSpina, seconded by Trustee Donovan.*
- VI. *Donor Recognition – there were no donors to be recognized*
- VII. *Public comment on agenda items (limited to two minutes per person)*
- VIII. *Monthly Reports – May 2023 – the reports were included in the packet for review and discussion.*
 1. *Director’s Report*
 2. *Monthly Stats*
 3. *Updates on Current Projects*
 4. *Social Media Report*
 5. *Assistant Director / Adult Services Department Report*
 6. *Patron Services Department Report*
 7. *Youth Services Department Report*
- IX. *Old Business*
 1. *Quote for facilities repairs – the repairs were **approved.** Moved by Trustee LaSpina, seconded by Trustee Tansey. Trustees Guarini, LaSpina, and Tansey voted for; Trustee Donovan voted against.*
 2. *FY 2023 Budget revision 3 – was **unanimously approved.** Moved by Trustee LaSpina, seconded by Trustee Tansey.*
- X. *New Business*
 1. *ROI for programs – information was included in the packet for review and discussion*
 2. *Intro to new Head of Programming & Marketing – new Head of Programming Sarah Siegal attended the meeting.*
 3. *Fiscal Management Software – this item was tabled until Tech Services Librarian Philip Boccia is able to verify some additional technical requirements to installing. The money was earmarked to roll over into the next fiscal year (2023/24)*

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(New Business continued)

4. *Fiscal year review/evaluation timeline & procedure* – information was included in the packet for review and discussion.
 5. *SAM grants* – the **Board unanimously approved; moved by Trustee Donovan, seconded by Trustee LaSpina.**
- XI. *Public Comment - all other items (limited to three minutes per person)*
 - XII. *CSEA* – there were no CSEA items.
 - XIII. *Personnel* – there were no Personnel items.
 - XIV. *Executive Session* – there was no Executive Session.
 - XV. *Date and time of next meeting, FY 2024 Reorg is Monday July 10th at 7:00 p.m.* – was **unanimously approved. Moved by Trustee Donovan, seconded by Trustee Tansey.**
 - XVI. *Adjournment* – the meeting was adjourned at 12:12 p.m. **Motioned by Trustee Donovan, seconded by Trustee LaSpina, and unanimously approved.**