

Thursday July 11<sup>th</sup>, 2023 7:30 p.m.  
BOARD OF TRUSTEES REGULAR MEETING MINUTES

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

- I. *Call to Order by President LaSpina at 7:45 p.m.*
- II. *Roll call was taken by President LaSpina*
- III. *The Pledge of Allegiance was recited by all present.*
- IV. *Approval of Minutes from 06/22/23 - the minutes were unanimously approved. Motioned by Trustee Donovan, seconded by Trustee Tansey.*
- V. *Approval of Bills and Schedules – the 2022/23 fiscal year end bills will be included on the 9/18/23 Meeting Agenda. Moved by Trustee Guarini, seconded by Trustee Tansey, and unanimously approved.*
- 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 – June 2023 reports and full FY 2023 stats will be in the 9/2023 Board packet.*
- IX. *Old Business*
  1. *Policies*
    - *Trustee Code of Conduct (revised) was motioned for approval by Trustee Donovan, seconded by Trustee Tansey, and unanimously approved.*
    - *Collection Development (revised) was motioned for approval by Trustee Guarini, and seconded by Trustee LaSpina. Trustees LaSpina, Guarini, and Tansey voted in favor; Trustee Donovan abstained.*
    - *COVID – Contact Tracing (rescind) was motioned by Trustee Tansey, seconded by Trustee Guarini, and unanimously approved.*
    - *COVID – Employee Health Screening (rescind) was motioned by Trustee Guarini, seconded by Trustee Tansey, and unanimously approved.*
- X. *New Business*
  1. *Authorization to Pay Bills until 9/2023 meeting – the Board stated that they would like to continue the Claims Audits over the summer months; a schedule will be created.*
  2. *Employee / Salary Summary information was included in the packet for review & discussion.*
  3. *Friends of the Library Update information was included in the packet for review & discussion.*
- XI. *Public Comment - all other items (limited to three minutes per person)*
- XII. *CSEA – there were no CSEA items.*
- XIII. *Personnel*
  1. *Annual increases for Business Office Staff – the Board tabled this item*
- XIV. *Executive Session – the Board entered Executive Session at 8:44 p.m.; motioned by Trustee Guarini, seconded by Trustee Donovan, and unanimously approved. The Board re-entered Public Session at 8:51 p.m.; Trustee Guarini stated that*

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no votes were taken.

XV. *Date and time of next meeting, Monday Sept 18, 2023 at 7 p.m.* – was unanimously approved. Moved by Trustee Guarini, seconded by Trustee Tansey.

XVI. *Adjournment* – the meeting was adjourned at 8:52 p.m. Motioned by Trustee Guarini, seconded by Trustee Donovan, and unanimously approved.