

Monday, February 26th, 2024 2:00 p.m.
BOARD OF TRUSTEES MEETING MINUTES

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

- I. *Call to Order by President LaSpina at 2:00 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 01/22/24 - the minutes were **unanimously approved**. Motioned by Trustee Guarini, seconded by Trustee Tansey.*
- V. *Approval of Bills and Schedules – the Bills and Schedules were **unanimously approved**. Motioned by Trustee LaSpina, seconded by Trustee Guarini.*
- 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, November and December 2023 – were included in the packet for review & discussion.*
 1. *Director*
 2. *Monthly Stats*
 3. *Updates on FY 2024 Projects*
 4. *Assistant Director / Adult Services*
 5. *Programming & Marketing*
 6. *Patron Services*
 7. *Youth Services*
 8. *Business Office*
- IX. *Old Business*
 1. *Policies*
 - *Policy update project deferred to April 2024*
 2. *FY 2024 Budget Revision 2 – was **unanimously approved**. Moved by Trustee Donovan, seconded by Trustee LaSpina.*
 3. *Fire safety upgrades budget resolution – was **unanimously approved**. Motioned by Trustee Donovan, seconded by Trustee Tansey.*
- X. *New Business*
 1. *Replace flooring in program spaces – the Board **unanimously approved** R&D Carpet to complete the project. Motioned by Trustee Guarini, seconded by Trustee Donovan.*
 2. *Library Treasurer Selection – the Board **unanimously approved** Nawrocki Smith as the new Library Treasurer; motioned by Trustee Donovan and seconded by Trustee LaSpina.*
 3. *FY 2025 Preliminary Proposed Budget – was included in the packet for informational purposes.*
- XI. *Public Comment - all other items (limited to three minutes per person)*

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- XII. CSEA – there were no CSEA items.
- XIII. *Personnel*
1. *Internal Promotions* – there were no internal promotions.
 2. *Resignations / Retirements* – there were no resignations / retirements.
 3. *External Hires* – there were no external hires.
- XIV. *Executive Session* – **The Board entered Executive Session at 2:57 p.m.; motioned by Trustee Guarini. The Board re-entered Public Session at 3:45 p.m.** No votes were taken during Executive Session.
- XV. *Date and time of next meeting, Monday, March 18th, 2024 at 7 p.m.* – was unanimously approved. Motioned by Trustee Guarini, seconded by Trustee Tansey
- XVI. *Adjournment* – the meeting was adjourned at 3:47 p.m. Motioned by Trustee Tansey, seconded by Trustee LaSpina, and unanimously approved.

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