



Monday March 18, 2024 at 7 PM
BOARD OF TRUSTEES
MINUTES

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

- I. *Call to Order by President President LaSpina at 7:00 p.m.*
- II. *Roll Call was taken by President LaSpina.*
- III. *Pledge of Allegiance was recited by all present.*
- IV. *Approval of Minutes from 2/26/2024 - the minutes were unanimously approved. Motioned by Trustee LaSpina, seconded by Trustee Pinto.*
- V. *Approval of Bills and Schedules 1322-1324- the Bills and Schedules were unanimously approved minus payroll. Motioned by Trustee Tansey, seconded by Trustee Pinto.*
- 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 – the monthly reports were included in the packet for review and discussion.*
 1. *Director’s Report*
 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*
 - *ADA Notice and Complaint Procedure was unanimously approved. Motioned by Trustee Guarini, seconded by Trustee Tansey.*
 - *Request to revise Remote Work Policy – Information was included in the packet for review and discussion.*
 - *Further policies updates on hold until April 2024*
 2. *FY 2023-2025 Strategic Plan-Update for FY 2024 – Information was included in the packet for review and discussion.*
 3. *FY 2025 Preliminary Proposed budget – was unanimously approved. Motioned by Trustee Pinto, seconded by Trustee Donovan.*
- X. *New Business*
 1. *Treasurer Engagement Letter – Nawrocki Smith was unanimously approved. Motioned by Trustee Pinto, seconded by Trustee Donovan.*
 2. *FY 2024 Congressionally Directed Spending Award – Information was included in the packet for review and discussion.*
 3. *Sick leave calculations – Information was included in the packet for review and discussion.*



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- XI. *Public Comment – all other items (limited to three minutes per person)*
- XII. *CSEA – There were no CSEA items.*
- XIII. *Personnel*
 - 1. N/A for this month
- XIV. *Executive Session* the Board **entered Executive Session at 7:42 p.m.; motioned by Trustee Guarini, seconded by Trustee Tansey.** The Board **re-entered Public Session at 8:30 p.m.** During Executive Session, the Board **took no action on the following items:**
 - 1. *Individual Personnel Matter*
- XV. *Date and Time of Next Meeting, Monday, April 15, 2024 at 7 p.m. – was unanimously approved. Moved by Trustee Guarini, seconded by Trustee Pinto.*
- XVI. *Adjournment at 8:37 p.m. Motioned Trustee Pinto, seconded by Trustee Guarini, and unanimously approved.*

March Financial Statement will be available at the April Board meeting