

APPROVED
Minutes of the
Board of Trustees' Meeting
September 12, 2024
6:30 p.m.

The meeting was called to order by M. Hanewinckel at 6:36 p.m. Also present were Nora Berlin, William Wexler, Francis Flynn, Diane Darcy, and Mary Schubart, Director and Secretary to the Board.

The Board welcomed D. Darcy, who was in attendance to fulfill a requirement for a class in her Advanced Certificate in Public Library Administration program.

Approval of Minutes

On a motion by N. Berlin, seconded by F. Flynn, the Board approved the previous month's minutes. Passed unanimously.

On a motion by W. Wexler, seconded by N. Berlin, the Board approved the July and August *Independent Accountant's Report* by Sheehan Accountants & Advisors. Passed unanimously.

July 2024	Warrant – General	\$166,804.79
July 2024	Capital Fund	None
July 2024	Payroll	\$130,771.44
August 2024	Warrant – General	\$86,691.89
August 2024	Capital Fund	None
August 2024	Payroll	\$205,750.39

Period for Public Expression

Correspondence:

1. Report from A. LoDolce, Assistant Director / Children's Department.
2. Report from M. Irish, Adult/Teen Department.
3. Report from G. Klein, Head of Technical and Circulation Services.
4. Report from K. Harvey, Teen Librarian.

5. Custodial report from D. Breinlinger and R. Ducos.
6. Resignation letter from E. Sanzeri, part-time Children's librarian.

Executive Session:

Tabled until later in the meeting.

Personnel Report:

Accepted for July.

Financial Report:

Accepted.

Security Report:

None.

Old Business:

The Board was informed that the new fish tank was nearly complete and would be delivered to the Plycon facility.

The Board was informed that the latest update indicated that our plans are in a queue at the State Education Department awaiting review.

The Director informed the Board that she and the Assistant Director, Adriana LoDolce, would be meeting with Tracy Hansen of BBS Architects the following day to review options for renovating the teen space.

New Business:

On a motion by F. Flynn, seconded by N. Berlin, the Board updated the *Building Supervisor Chain of Command Policy*. Passed unanimously.

The Board reviewed shirts with the Library logo.

Other:

On a motion by F. Flynn, seconded by N. Berlin, the Board entered into Executive Session to discuss a personnel matter. D. Darcy exited the meeting.

On a motion by W. Wexler, seconded by N. Berlin, the Board re-entered the public portion of the meeting and made a motion to promote Dana Baldwin to the title of Senior Library Clerk with a 12% salary increase, pending approval of paperwork by the Department of Civil Service. Passed unanimously.

Adjournment:

On a motion by W. Wexler, seconded by N. Berlin, the meeting was adjourned at 8:32 p.m.