

Hodgkins Library Meeting

Regular Meeting Minutes

June 15th, 2020

1. Opening of the Meeting:

1.01 - The meeting was called to order at 7:08 PM by Lisa Carson.

Present: Sharon Wells, Anne Clancy, Joe Young, Stephanie DaSilva, Lisa Carson, Becky Carrasquillo

Also Present: Elizabeth Attard, Louis F. Cainkar Ltd., Joe Lightcap Baker Tilly.

Absent: Adriana Romero

1.02 - Motion to approve minutes of May 18th, 2020 Regular Board Meeting Motioned by Mrs. Carson, Seconded by Mrs. Wells. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

1.03 - Public Comment: None

2. Reports

2.01 - Motion to approve the financial report for May as presented by Joe Lightcap from Baker Tilly. Motioned by: Motioned by Mrs. Carson, Seconded by Mrs. Carrasquillo. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

2.02 - Attorney's Report: No report

2.03 - President's Report: No report

2.04 - Director's Report

- Curbside Pickup
- Meal Distribution
- Staff continued education

3. Discussion

- Discussion of building and grounds and updates needed
- Discussion regarding Phase 4 and reopening building to the public
- Discussion on grants received
- Discussion of IT proposals
- Discussion of BoardDocs contract renewal
- Discussion on staff trainings

4. Closed Session

Motion to enter closed session at 7:47 PM made by Mrs. Carson. Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

Resume open session at 8:12 PM

Present: Sharon Wells, Anne Clancy, Joe Young, Stephanie DaSilva, Lisa Carson, Becky Carrasquillo

Also Present: Elizabeth Attard, Louis F. Cankar Ltd., Joe Lightcap Baker Tilly.

5. New Business

5.01 - Motion to approve Fireman Asphalt & Sealcoating for parking lot sealcoat for \$989 made by Mrs. Carson. Seconded by Mrs. Carrasquillo. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

5.02 - Motion to approve Twin Supplied for LED upgrade for \$7,222.30 made by Mrs. Carson. Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

5.03 - Motion to approve HTS for WiFi upgrades for \$1993.77 made by Mrs. Carson. Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

5.04 – Motion to approve Microsoft 365 and SharePoint accounts for \$840 made by Mrs. Carson. Seconded by Mrs. Carrasquillo. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

5.05 - Motion to approve BoardDocs renewal for \$3,000 made by Mrs. Carson. Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, and Mrs. Carrasquillo

6. Adjournment

Motion to adjourn at 8:21 PM Motioned by Mrs. Carson, Seconded by Mrs. DaSilva. Voting Ayes: Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. DaSilva, Mrs. Carson, Mrs. Carrasquillo

Next Regular Meeting, July 20th, 2020

Respectfully Submitted by:

Joseph Young

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