**Regular Meeting Minutes**

**Monday July 19th, 2021**

***1. Opening of the Meeting***

**1.01 - Call to order and roll call -** *The meeting was called to order at 7:04pm by Mrs. Lisa Carson*

Present: Lisa Carson, Stephanie DaSilva, Anne Clancy, Joe Young, Sherri Wells

Also Present: Director Tim Prendergast, Elizabeth Attard, Louis F. Cainkar Ltd., Anna Wiszowaty, Baker Tilly, Rodney Cummings (public)

**1.02 - Approval of minutes of the May 17th, 2021 Regular Board Meeting**

Motion to approve the minutes of the May 17th, 2021 Regular Board Meeting. Motioned by: Mrs. Carson Seconded by: Mrs. DaSilva - Ayes: Mrs. DaSilva, Mrs. Carson, Mrs. Clancy, Mrs. Wells, Mrs. Romano, Mr. Young

**1.03 - Approval of minutes of the June 21st, 2021 Regular Board Meeting**

Motion to approve the minutes of the June 21st, 2021 Special Board Meeting. Motioned by: Mrs. Carson Seconded by: Mrs. DaSilva - Ayes: Mrs. DaSilva, Mrs. Carson, Mrs. Clancy, Mrs. Wells, Mrs. Romano, Mr. Young

**1.04 - Public Comment**

None

***2. Reports***

**2.01 - Financial Report**

Motion to approve the financial report for June 2021 as presented. Motioned by: Motioned by: Mrs. Carson Seconded by: Mrs. DaSilva - Ayes: Mrs. DaSilva, Mrs. Carson, Mrs. Clancy, Mrs. Wells, Mrs. Romano, Mr. Young

**2.02 - Attorney’s Report**

* Open Meetings act and remote attendance likely to end the last week of July 2021

**2.03 - President’s Report**

* No Report

**2.04 - Director’s Report**

* Circulation numbers are increasing
* Keeping an eye on Governor’s executive orders
* Finance and strategic plan committees met
* Server should be installed in the next couple of weeks, which will help wi-fi issues

***3. Discussion***

**3.01 – Serving Our Public Ch. 10 & 11 Reading/Discussion**

**3.02 – Building Updates Discussion**

* VOIP Update
* Server Update
* Grant Wrap-up
* Staff Turnover

**3.03 – Discussions on finances**

* Budget submitted
* Finance Committee Discussion on creating reserves for building projects
* FY21 Financial Audit is starting this week

**3.04 – Discussion Strategic Plan**

***4. New Business***

**4.01 – Approve/Deny Strategic Plan 2021-2025**

Motion to approve the Strategic Plan 2021-2025 as presented. Motioned by: Motioned by: Mrs. Carson Seconded by: Mrs. DaSilva - Ayes: Mrs. DaSilva, Mrs. Carson, Mrs. Clancy, Mrs. Wells, Mrs. Romano, Mr. Young

**6. Adjournment**

* 1. **- Next meeting Date-August 16, 2021 at 7:41pm**

**5.02 - Adjournment of the Meeting**

Motion to adjourn the meeting at 7:41 pm. Motioned by: Motioned by: Mrs. Carson Seconded by: Mrs. DaSilva - Ayes: Mrs. DaSilva, Mrs. Carson, Mrs. Clancy, Mrs. Wells, Mrs. Romano, Mr. Young

*Meeting Adjourned at 7:41pm*

Minutes prepared by: Joseph Young

