**Regular Meeting Minutes**

**Monday, May 16th 2022**

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

**1.01 - Call to order and roll call -** *The meeting was called to order at 7:01pm by Mrs. Carson*

Present: Lisa Carson, Rodney Cummings, Sharon Wells, Anne Clancy, Joe Young

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

Absent: Stephanie daSilva, Adriana Romano

**1.02 - Approval of minutes of the April 18th Regular Board Meeting**

Motion to approve the minutes of the March 21 Regular Board Meeting. Motioned by: Mrs. Carson, Seconded by: Mr. Young - Ayes: Mrs. Carson, Mrs. Wells, Mrs. Clancy, Mr. Young

Abstain: Mr. Cummings

**1.03 - Public Comment**

None

***2. Reports***

**2.01– Financial Report**

Motion to approve the financial report as presented. Motioned by: Mrs. Carson, Seconded by: Mr. Cummings - Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young

* 1. **– Attorney’s Report**
* Budget year ends June 30th

**2.03 - President’s Report**

* Governor’s emergency declaration could end electronic meeting
  1. **- Director’s Report**
* Summer reading program getting ready
* Summer food program (M-F time: TBD)
* Staff professional development
* Internship positions
* Upcoming budget & audit

***3. Discussion***

* 1. **– Serving our Public 4.0 Chapters 10,11 Discussion**
  2. **– Building Discussion**
* Energy Costs
* Delays in iPads
* Sealcoating
* Studio GC
* Video regarding building project
  1. **– Technology Discussion**
* Microsoft 365 & SharePoint as a possible resource for board meeting organization

**3.04 – Trustee Legislation Discussion**

**3.05 – Foundation Discussion**

* Establish a 501(c)(3) library foundation

**3.06 – Staff Meeting Discussion**

* Staff in-service day. Library closed to public 6/10 10am-12pm for staff meeting on Fri. June 10th 9-12pm

**4. New Business**

**4.01 – Approve/Deny Insurance Quote**

Motion to approve insurance quote of $10,560 as presented. Motioned by: Mrs. Carson, Seconded by: Mr. Young - Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young

**4.02 – Approve/Deny Foundation Plan**

Motion to approve/deny foundation plan tabled for June Regular Board meeting.

**4.03 – Approve/Deny Late Start**

Motion to approve staff late start June 10th, 2022. Motioned by: Mrs. Carson, Seconded by: Mr. Cummings - Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young

**5. Adjournment**

**5.01- Next meeting Date June 20, 2022 at 7:00pm**

**5.02 - Adjournment of the Meeting**

* Motioned to adjourn meeting by: Mrs. Carson, Seconded by: Mr. Young - Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young

*Meeting Adjourned at 7:52 pm*

Minutes prepared by: Joseph Young

