**Regular Meeting Minutes**

**Monday, June 20 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, Adriana Romano (7:15 pm)

Also Present: Director Tim Prendergast, Elizabeth Attard, Louis F. Cainkar Ltd., Joe Lightcap, Baker Tilly, Rick McCarthy Studio GC & Gisela Patino Studio GC

Absent: Stephanie daSilva, Adriana Romano

**1.02 - Approval of minutes of the May 16th Regular Board Meeting**

Motion to approve the minutes of the May 16th Regular Board Meeting. Motioned by: Mrs. Carson, Seconded by: Mrs. Wells - Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young

**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: Mrs. Clancy – Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young

**2.02 Attorney’s Report**

* General info regrading Library Foundation

**2.03 - President’s Report**

* No Report
	1. **- Director’s Report**
* June 10th Staff Meeting
* Summer Programming
* Summer Meals
* FY 23 transition
* Building Update
* Committee Meetings

***3. Discussion***

* 1. **– Building Discussion**
* Rick McCarthy general update regarding building survey
	1. **– Policies Discussion**
* Updates to numerous policies
	1. **– Staff Salary Discussion**
	2. **– Technology Discussion**
* Discussion for looking at Microsoft 365

***4. Closed Session***

**4.01 – Closed Session**

Motion to enter closed session made by Mrs. Carson, Seconded by Mrs. Clancy. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano

Motion to enter regular meeting made by Mrs. Carson, Seconded by Mr. CummingsAyes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano

***5. New Business***

**5.01- Approve/Deny Diligent Invoice**

Motion to approve invoice to Diligent for Board Docs for $3,000. Motion made by Mrs. Carson. Seconded by Mrs. Clancy Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano

**5.02 - Approve/Deny FY 23 Staff Compensation**

Motion to approve staff raises as presented. Motion made by Mrs. Carson. Seconded by Mrs. Wells. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano

**5.03 - Approve/Deny FY 23 Director Compensation**

Motion to approve Directors Salary. Motion made by Mrs. Carson. Seconded by Mr. Cummings. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano

**5.04 - Approve/Deny Tuition Reimbursement**

Motion to approve tuition reimbursement for $207 for Employee Garcia & Employee Abarca..Motion made by Mrs. Carson. Seconded by Mrs. Clancy. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano

**5.05 - Approve/Deny Introduction Statement for Policy Document**

* No Change

**5.06 - Approve/Deny Unaccompanied Child Policy**

Motion to approve change to Unaccompanied Child Policy as presented. Motion made by Mrs. Carson. Seconded by Mr. Cummings. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano.

**5.07 - Approve/Deny Vulnerable Adults Policy**

Motion to approve change to Vulnerable Adults Policy as presented. Motion made by Mrs. Carson. Seconded by Mrs. Wells. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano.

**5.08 - Approve/Deny Acceptable Use Policy**

Tabled for July 2022 Regular Board Meeting

**5.09 - Approve/Deny Flowers & Gifts Policy**

Motion to remove Flowers & Gifts Policy. Motion made by Mrs. Carson. Seconded by Mr. Cummings. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano.

**5.10 - Approve/Deny change to Article 3, Section 1 of the Trustee Bylaws; required minimum dates**

Motion to change Article 3, Section 1 of the Trustee Bylaws to a minimum of 5 meetings. Motion made by Mrs. Carson. Seconded by Mrs. Clancy. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano.

**5.11 - Approve/Deny change to Article 3, Section 7 of the Trustee Bylaws; addition of OMA language for electronic attendance**

Tabled for July 2022 Regular Board Meeting

**5.12 - Approve/Deny change to Article 3, Section 7 of the Trustee Bylaws; number of members permitted for electronic attendance**

Tabled for July 2022 Regular Board Meeting

**5.13 - Approve/Deny drafting of resolution to modify Article 4, Section 1 of the Trustee Bylaws; modify number if term years for elected officials**

Motion to change Article 4, Section 1 of the Trustee Bylaws to 4 year terms. Motion made by Mrs. Carson. Seconded by Mr. Cummings. Ayes: Mrs. Carson, Mr. Cummings, Mrs. Wells, Mrs. Clancy, Mr. Young, Mrs. Romano.

***6. Adjournment of Meeting***

**6.01 – Next Meeting Date – July 18, 2022 @ 8:25 PM**

**6.02 - Adjournment of the Meeting**

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

*Meeting Adjourned at 8:25 pm*

Minutes prepared by: Joseph Young

