

A meeting of the Board of Trustees was held on Thursday, February 4, 2021 at 5:30 p.m. via video conferencing (Zoom).

Trustees Present: William Carpluk, President  
Victor C. Gremli, Jr.  
John Flynn  
Joseph Gabriel  
Deborah Y. Smith

Also Present: Guy Edwards, Library Director  
Deborah El-Warari, Assistant Director  
Anthony Simonetti, Library Treasurer  
David M. Tellier, Nawrocki Smith, LLP

**Call to Order**

Mr. Carpluk called the meeting to order at 5:35 p.m.

**Adoption of Agenda**

The Director requested that the agenda be modified to allow Mr. Tellier to make his presentation prior to the budget discussion. Upon a motion from Dr. Smith (Mr. Flynn, unanimous), the amended agenda was adopted.

**Approval of Minutes**

Upon a motion from Dr. Gremli (Dr. Smith, unanimous), the minutes of the January 7, 2021 Board meeting was approved.

**Financial Reports**

Upon a motion from Mr. Gabriel (Mr. Flynn, unanimous), the Board approved the Financial and Payroll Reports. The Claims Auditor, Mr. Ferrara, had previously reviewed the Library's January 2021 expenditures and had submitted a report. Upon a motion from Mr. Gabriel (Mr. Flynn, unanimous), these expenditures were approved.

**Professional Services**

Mr. Tellier made a presentation discussing his firms experience and auditing process. This was followed by Mr. Tellier answering questions from both the Board and administration. Following, Mr. Tellier signed off the Zoom meeting.

Upon a motion from Mr. Flynn (Dr. Gremli, unanimous) and after discussion, the Board approved Nawrocki Smith's proposal to provide professional auditing services for the Library's 2020-2021 fiscal year.

**Director's Report**

The Board and administration discussed the revised budget for 2021-2022. Following, the Board approve the proposed budget (attached) of \$4,353,000 which is estimated to not increase taxes (Mr. Flynn, Mr. Gabriel, unanimous).

Upon a motion from Dr. Smith (Mr. Gabriel, unanimous), the Board approved changing the quarantine length for returned items from at least 72 hours to at least 24 hours, and to amend the COVID-19 Reopening Safety Plan accordingly.

The Director updated the Board on the current operations of the Library and discussed Ms. Connolly's retirement.

**Next Meeting**

The next Board of Trustees meeting was set for Thursday, March 25, 2021 at 5:30 p.m. (Mr. Gabriel, Dr. Smith, unanimous).

**Adjournment**

Upon a motion by Mr. Flynn (Dr. Gremler, unanimous), the meeting was adjourned at 6:32 pm.

**APPROVED:**

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William Carpluk, President

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Guy Edwards, Library Director