

A meeting of the Board of Trustees was held on Thursday, July 2, 2020 at 5:30 p.m. via video conferencing (Zoom).

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

Also Present: Guy Edwards, Library Director
Deborah El-Warari, Assistant Director

Call to Order

Dr. Smith called the meeting to order at 5:33 p.m.

Adoption of Agenda

Upon a motion from Mr. Flynn (Mr. Carpluk, unanimous), the agenda was adopted.

Approval of Minutes

Upon a motion from Mr. Gabriel (Dr. Gremlı, unanimous), the minutes of the June 17, 2020 Board meetings were approved.

Financial Reports

Upon a motion from Mr. Carpluk (Dr. Gremlı, unanimous), the Board approved the Treasurer’s Report, Financial and Payroll Reports. The Claims Auditor, Mr. Ferrara, had previously reviewed the Library’s June 2020 expenditures and had submitted a report. Upon a motion from Mr. Carpluk (Dr. Gremlı, unanimous), these expenditures were approved.

Board Reorganization

Dr. Smith called for nominations from the floor for the office of President. Dr. Gremlı nominated Mr. Carpluk. Mr. Carpluk accepted the nomination. There being no other nominations, upon a motion from Mr. Gabriel, seconded by Mr. Flynn, and by unanimous vote, Mr. Carpluk was elected President. Mr. Carpluk assumed the office of President.

Mr. Carpluk called for the nomination from the floor for the office of Vice-President. Mr. Flynn nominated Dr. Gremlı. Upon a motion by Mr. Flynn, seconded by Dr. Smith, and by unanimous vote, Dr. Gremlı was elected Vice-President.

Mr. Carpluk appointed Mr. Gabriel, the Director and himself to the Building Committee; Dr. Smith, the Director and himself to the Finance Committee; and Mr. Flynn, Dr. Gremlı and the Director to the Personnel Committee. The Board members and Director accepted their appointments.

Upon a motion by Mr. Gabriel (Mr. Flynn, unanimous) and after discussion, Mr. Anthony Simonetti was reappointed Treasurer with a raise to \$52.53 per hour retroactive to 7/1/20. As per the Board’s request, the Director said he would draft a multiyear treasurer contract for the Board’s review.

Upon a motion by Dr. Gremlı (Mr. Gabriel, unanimous), Mr. Edwards was appointed Secretary.

Upon a motion by Mr. Flynn, seconded by Dr. Gremlı, and by unanimous vote, a petty cash fund was established at an amount not to exceed \$400. Ms. Connolly was appointed custodian of the fund (Mr. Flynn, Dr. Gremlı, unanimous).

Director’s Report

Upon a motion from Mr. Gabriel (Dr. Smith, unanimous), the Board readopted the Purchase & Procurement Policy.

Upon a motion from Mr. Flynn (Dr. Smith, unanimous), the Board authorized allowing the following financial institutions to hold library funds: Sterling, and TD Bank.

Upon a motion from Mr. Flynn (Mr. Gabriel, unanimous), the Board approved the Library's property, liability & umbrella insurance coverage with the James F. Sutton Agency.

Upon a motion from Dr. Smith (Mr. Flynn, unanimous), the Board approved renewing the disability and worker's comp. coverage with the James F. Sutton Agency.

Upon a resolution from Mr. Gabriel (Dr. Greml, unanimous), the Board approved the following motions:

to renew our general counsel retainer agreement with Lamb-Barnosky for the upcoming fiscal year at \$441.67 per month.

to approve the extension of our labor retainer through June 30, 2020 with Lamb-Barnosky at a cost of \$220.83 per month.

to renew our labor retainer agreement with Innovative Human Capital Solutions (Pasquale Ferrara) for the upcoming fiscal year at an hourly rate of \$100.

to renew our retainer with Innovative Human Capital Solutions (Pasquale Ferrara) to provide claims auditing services for the upcoming fiscal year at an hourly rate of \$50.

to approve the retainer agreement between Mr. Ferrara and the Library for career counseling services at \$45.00 per hour.

to approve after discussion, the proposal from Cullen & Danowski to conduct the 2019-2020 annual audit at a cost of \$11,790.00.

Administration and the Board discussed the phased reopening of the library. Following, the Board agreed to move to Phase III of the Library's Reopening Safety Plan on Monday, July 20, 2020 (Dr. Greml, Mr. Flynn, unanimous).

The Director updated the Board on the fencing project between the Library and the Church.

Next Meeting

The next Board of Trustees meeting was set for Thursday, August 6, 2020 at 5:30 p.m. (Dr. Smith, Mr. Gabriel, unanimous).

Adjournment

Upon a motion by Mr. Carpluk (Mr. Flynn, unanimous), the meeting was adjourned at 6:13 pm.

APPROVED:

William Carpluk, President

Guy Edwards, Library Director