

A meeting of the Board of Trustees was held on Thursday, October 12, 2023, at 5:30 p.m.

Trustees Present: Joseph Gabriel, AIA, President
Deborah Y. Smith, Ed.D., Vice President
Victor C. Gremli, Jr., DC
Jackie Flamio
Stephen Foray

Also Present: Matthew Wuthenow, Library Director
Deborah El-Warari, Assistant Director

Call to Order

Mr. Gabriel called the meeting to order at 5:32 p.m.

Adoption of Agenda

Upon a motion from Dr. Gremli (Mr. Foray, unanimous), the agenda was adopted.

Approval of Minutes

Upon a motion from Ms. Flamio (Dr. Gremli, unanimous), the minutes of the September 14, 2023 Board meeting were approved.

Financial Reports

Upon a motion from Dr. Gremli (Ms. Flamio, unanimous), the Board approved the financial reports, the June Treasurer's report, and the September Claims Auditor's Report.

Director's Report

Mr. Wuthenow discussed getting proposals for a building assessment to review the mechanical and physical structure of the library. The board was interested and asked Mr. Wuthenow to proceed.

The administration and the Board discussed several requests from a local community group. The Board requested that they be resubmitted in writing with more details provided.

At the last meeting, the board requested that Mr. Wuthenow research possible ways to recognize outstanding staff performance. At this meeting, the administration discussed bringing staff members to future board meetings to recognize significant accomplishments and outstanding customer service. The board was very interested and asked Mr. Wuthenow to discuss opportunities at future meetings.

Upon a motion from Dr. Gremli (Ms. Flamio, unanimous) and in recognition of the staff's efforts and dedication over the past year, the Board designated up to \$1,500 from the library's staff training budget to help support the Staff Holiday Party / Winter Staff Meeting.

Upon a motion from Mr. Foray (Ms. Flamio, unanimous), the Board designated that the library's staff training budget be used to help support the Staff Appreciation Day/ Spring Staff Meeting.

Upon a motion from Dr. Gremli (Ms. Flamio, unanimous), the Board approved the following personnel transactions:

| Name | Position | \$ Rate | Hours/wk. | Effective | Action |
|---------------|----------|---------|-----------|-----------|--------|
| Abby Lacey | Page | \$16.07 | 10 | 10/12/23 | Resign |
| McKayla Mahon | Page | \$15.00 | 10 | 10/16/23 | New |

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|-------------------|-----------|---------|---------|----------|-----------|
| Emily Farrell | Page | \$15.00 | 10.5 | 9/30/23 | Reduction |
| Emily Graziano | Page | \$15.00 | 10.5 | 9/30/23 | New |
| Ruben Cortes | Custodian | \$25.33 | Call In | 10/13/23 | New |
| Anna Carino | Page | \$15.00 | 11 | 10/19/23 | Resign |
| Allyson DeLorenzo | Page | \$15.00 | 11 | 10/17/23 | New |

Upon a motion from Ms. Flamio (Dr. Smith, unanimous), the Board approved Chris Barta's request for a six-month unpaid leave of absence.

Upon a motion from Ms. Flamio (Dr. Smith, unanimous), the Board banned an unidentified patron who broke the library's *Patron Behavior Policy*. The incident from October 11, 2023, was captured on camera and saved for future reference.

Next Meeting

The next Board of Trustees meeting was set for Tuesday, November 14, 2023, at 5:30 pm.

Adjournment

Upon a motion by Ms. Flamio (Mr. Gremli, unanimous), the meeting was adjourned at 6:22 pm.

APPROVED:

Joseph Gabriel, President

Matthew Wuthenow, Library Director