



Board of Trustees Meeting
Minutes of Meeting on July 16, 2020

I. Call To Order: Meeting was called to order via video conferencing at 7:00 PM by President Joe Ciccarino.

II. Roll Call/Attendance

- a. Library Trustees Present: President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Melissa Lawson, and Dr. Jen Musa.
- b. Library Trustees Excused: Trustee J. Whitney
- c. Library Trustees Absent: Trustees Dr. Ryan
- d. Library Staff Present: Library Director Seth Jacobus

III. Approval of meeting agenda for July 16, 2020

MOTION: Trustee J. Musa motioned to approve the agenda of the July 16, 2020 meeting. Seconded by Vice President Dr. Ribner. Motion carried.

YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa

NO: 0/6

IV. Period of Public Expression: N/A



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V. Approval of minutes from June 18, 2020 meeting

MOTION: Trustee Dr. Musa motioned to approve the minutes from the June 18, 2020 meeting. Seconded by Vice President Dr. Ribner. Motion carried.

YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa

NO: 0/6

VI. Manifest #2

MOTION: Trustee Dr. Musa motioned to approve Manifest #2. Seconded by Vice President Dr. Ribner. Motion carried.

YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa

NO: 0/6

VII. Financial report: Reviewed the financial reports through June 2020. The revenues through June 2020 were \$4,294.34, and expenses were \$117,380.04. The library fund through June 2020 was \$1,510,498.31.



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MOTION: Trustee P. Del Rosso motioned to approve the financial report through June 2020. Seconded by Vice President Dr. Ribner. Motion carried.

**YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa
NO: 0/6**

VIII. Old Business

- a. Construction grant 20-21: The board discussed the three roof repair quotes that Director Jacobus solicited from Weathermaster Roofing Company, Inc. and the possibility of applying for construction grant funds for repairing the roof across two years, similar to the parking lot construction grant. The board decided to go with the Option No. 2 estimate, which includes removing the existing membrane and replacing the wet insulation for approximately \$250,000.00 - \$310,000.00.

MOTION: Vice President Dr. Ribner motioned to approve the Option No. 2 roof repair estimate. Seconded by Trustee M. Lawson. Motion carried.

**YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa
NO: 0/6**

- b. Strategic plan: The board discussed the strategic plan that Director Jacobus prepared.



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IX. New Business

- a. Budgeting library projects: The board discussed the possibility of incorporating additional library projects into the upcoming budgets.
- b. Security system repair or replacement: The board discussed Sentry's estimates of \$350.00 - \$650.00 to repair the existing security system and \$2126.75 to replace the existing system.

MOTION: Trustee Dr. Ribner motioned to repair the existing system. Seconded by Trustee Dr. Musa. Motion carried.

**YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa
NO: 0/6**

- c. Trustee vacancy: The board discussed the logistics of filling the board of trustee position during the current COVID pandemic, that was vacated by former Trustee N. Herceg.

MOTION: Trustee Dr. Musa motioned to table the vacancy until the next scheduled board meeting in September. Seconded by Trustee Dr. Ribner. Motion carried.



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**YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa
NO: 0/6**

X. Other Business: N/A

XI. Adjournment

MOTION: Trustee Dr. Musa motioned to adjourn at 750pm. Seconded by Trustee Dr. Ribner. Motion carried.

**YES: 6/6; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa
NO: 0/6**

Emilie Chang-Jackson, Secretary

Date