



Board of Trustees Meeting
Minutes of Meeting on November 19, 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, Dr. Jen Musa, and Jo Whitney. Trustee Dr. Ryan joined at 7:12pm.
 - b. Library Trustees Excused: N/A
 - c. Library Trustees Absent: N/A
 - d. Library Staff Present: Library Director Seth Jacobus

- III. Approval of meeting agenda for November 19, 2020

MOTION: Vice President Dr. Ribner motioned to approve the agenda of the November 19, 2020 meeting. Seconded by Trustee Dr. Musa. Motion carried.

**YES: 7/7; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Jo Whitney
NO: 0/7**



Board of Trustees Meeting
Minutes of Meeting on November 19, 2020

IV. Period of Public Expression: N/A

V. Approval of minutes from October 17, 2020 meeting

MOTION: Trustee Dr. Musa motioned to approve the minutes from the October 17, 2020 meeting. Seconded by J. Whitney. Motion carried.

**YES: 7/7; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Jo Whitney
NO: 0/7**

VI. Manifest #6

MOTION: Trustee P. Del Rosso motioned to approve Manifest #6. Seconded by Trustee J. Whitney. Motion carried.

**YES: 7/7; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Jo Whitney
NO: 0/7**

VII. Financial report: Reviewed the financial reports through October 2020. The revenues through October 2020 were \$17,804.22 and expenses were \$870,811.08. The library fund through October 2020 was \$764,827.01.



Board of Trustees Meeting
Minutes of Meeting on November 19, 2020

MOTION: Vice President Dr. Ribner motioned to approve the financial report through October 2020. Seconded by Trustee M. Lawson. Motion carried.

**YES: 7/7; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Jo Whitney
NO: 0/7**

Trustee Dr. Ryan joined the meeting during the vote.

VIII. Old Business

- a. Return to In-Person Services - Date: The building will open to the public again on Monday, November 23, 2020. There will be a 30 minute time limit on visitation.

- b. Employee Health Insurance Policy: Director Jacobus and President J. Ciccarino are working on clarifying the policy regarding the employee health insurance to ensure that there aren't any unintended consequences.

IX. New Business

- a. 4CLS Cost of Services Sheet: Director Jacobus presented the 2021 4CLS Cost of Services sheet totaling \$49,770.



Board of Trustees Meeting
Minutes of Meeting on November 19, 2020

MOTION: Vice President Dr. Ribner motioned to approve the 2021 4CLS cost of services of \$49,770 . Seconded by Trustee Dr. Musa. Motion carried.

YES: 8/8; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Dr. Ryan, Jo Whitney

NO: 0/8

- b. Budget Projections FY 20-21: Director Jacobus presented his budget projections to the board.
- c. Non-resident Fee: The director of another library suggested lowering the non-resident fee from \$50 to \$25. After discussing it, the board has decided to leave the non-resident fee as is.

X. Other Business:

- a. President J. Ciccarino set up 3 virtual interviews for the 2 board vacancies for Thursday, December 3, 2020 at 7:00pm, 7:30pm, and 8:00pm.
- b. Trustee J. Musa commented on the great job the library staff is doing during the COVID pandemic and using social media to communicate with the community.



Board of Trustees Meeting
Minutes of Meeting on November 19, 2020

XI. Motion for Executive Session: N/A

XII. Adjournment

MOTION: Vice President Dr. Ribner motioned to adjourn at 8:15pm. Seconded by Trustee J. Whitney. Motion carried.

YES: 8/8; President Joe Ciccarino, Vice President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Dr. Ryan, Jo Whitney

NO: 0/8

Emilie Chang-Jackson, Secretary

Date