



Board of Trustees Meeting
Minutes of Meeting on February 21, 2024

- I. Call to order: Meeting was called to order at 5:55 PM by President M. Gillette
- Motion by M. Gillette, 2nd Mancini, unanimously approved. Motion carried.**
- YES: 4/4;** President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**
- II. Roll call/Attendance
- a. Library Trustees Present: President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat
 - b. Library Trustees Excused: H. Smith
 - c. Library Trustees Absent:
 - d. Library Staff Present: Library Director, Seth Jacobus
- III. Approval of meeting agenda for February 21, 2024, meeting
- Motion to approve the agenda for February 21, 2024, except for items V, VI, and VII. (Minutes from previous meetings moved to March meeting)**
- Motion by M. Mancini, 2nd M. Gillette, unanimously approved. Motion carried.**
- YES: 4/4;** President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**
- IV. Period of Public Expression: N/A
- V. Move to Table 3 months Minutes - M. Gillette, 2nd Mancini - all in favor - Approval of minutes from April 24, 2023, tabled to March 2024 meeting
- VI. Approval of minutes from May 17, 2023, tabled to March 2024 meeting
- VII. Approval of minutes from June 29, 2023, tabled to March 2024 meeting

VIII. Approval of minutes from January 17, 2024, meeting

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

IX. Manifest #8 - revised

Motion to accept Manifest #8 - revised

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

X. Manifest #9

Motion to accept Manifest #9

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

XI. January financial report

Motion to accept the January financial report.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

XII. February financial report

Motion to accept the February financial report.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

XIII. Old Business

- a. Library Clerk PT Vacancy -

No action necessary at this time.

- b. Librarian I FT Vacancy

Motion to approve Deborah Simonik as FT Librarian I at a rate of \$25.00 per hour, as of 2/21/24 board meeting.

Motion by M. Gillette , 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

- c. Library Assistant PT Vacancy

Motion to approve Ella Pieterse as PT Library Assistant at a rate of \$22.00 per hour.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

- d. Vote Committee Report

Reviewed notes and documents from the Vote Committee Meeting. Looking to try to complete the following:

- i. Sound muffling ceiling tiles
- ii. Extra room renovation - for social service agencies and new Director Office
- iii. This year we will also look to increase the AV Budget for 2025 by \$2,000

XIV. New Business

- a. 2023 Annual Report

Motion to approve 2023 Annual Report.

Motion by M. Gillette , 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

b. 2023 Annual Report to the Community

Motion to approve 2023 Annual Report to the Community.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

c. MOU-Library & GFJ Friends

Motion to approve MOU-Library and GFJ Friends.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

XV. Motion for Executive Session

Motion to enter Executive Session at 7:08 pm

The Board voted to enter into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

The Board discussed the Library Clerk PT Vacancy, Librarian I FT Vacancy, and Library Assistant PT Vacancy.

Motion to exit Executive Session at 7:13 pm

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

XVI. Other Business

XVII. Adjournment

Motion to adjourn at 7:58 pm

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, L. Sukarat | **NO: 0/4**

Maureen Gillette

2/21/2024

Maureen Gillette, President

Date