



Board of Trustees Meeting  
Minutes of Meeting on June 20, 2019

- I. Call To Order: Meeting was called to order at 6:35 PM by President J. Musa.
  
- II. Roll Call/Attendance
  - a. Library Trustees Present: Vice President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner, Dr. Chris Ryan
  - b. Library Trustees Excused: Trustee J. Ciccarino
  - c. Library Trustees Absent: N/A
  - d. Library Staff Present: Library Director Seth Jacobus

III. Approval of meeting agenda for June 20, 2019

**MOTION: Trustee Dr. Ribner motioned to approve the agenda of the June 20, 2019 meeting. Seconded by Trustee J. Whitney. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

IV. Period of Public Expression: N/A

V. Election of Officers

- a. Election of Officers: Jo Whitney as President, Joe Ciccarino as Vice-President, and Emilie Chang-Jackson as Secretary.

**MOTION: Trustee Dr. Ribner motioned to approve the officer nominations. Seconded by Trustee Dr. Ryan. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees**



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**Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner,  
Dr. Chris Ryan  
NO: 0/8**

VI. Approval of minutes from May 16, 2019 meeting

**MOTION: Trustee C. Brown motioned to approve the minutes from the May 16, 2019 meeting. Seconded by Trustee N. Herceg. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees  
Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner,  
Dr. Chris Ryan  
NO: 0/8**

VII. Approval of minutes from May 30, 2019 meeting

**MOTION: Trustee Dr. Ribner motioned to approve the minutes from the May 30, 2019 meeting. Seconded by Trustee C. Brown. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees  
Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner,  
Dr. Chris Ryan  
NO: 0/8**

VIII. Manifest #12

**MOTION: Trustee P. Del Rosso motioned to approve Manifest #12. Seconded by  
Trustee Dr. Ribner. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees  
Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner,  
Dr. Chris Ryan  
NO: 0/8**



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IX. Manifest #1

**MOTION: Trustee J. Musa motioned to approve Manifest #1. Seconded by Trustee Dr. Ribner. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

X. Financial report: Reviewed the financial reports through May 2019. The revenues through May 2019 were \$1,055,618.74 and expenses were \$1,356,240.03. The library fund through May 2019 was \$1,313,752.86

**MOTION: Trustee Dr. Ribner motioned to approve Manifest #1. Seconded by Trustee P. Del Rosso. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

XI. Old Business

- a. 2019 Funding Initiative – Discuss: The board discussed the most recent tally of signatures on the petition and strategies to reach the required amount
- b. Parking Lot – Discuss: Discussion on the parking lot was tabled until the next regularly scheduled board meeting.

XII. New Business

- a. Auto Renewal – Discuss: The board discussed implementing an auto renewal policy for materials. No action was taken at this time.



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- b. Excellus Rates 2020 – Discuss: The board discussed the requested health insurance premium increase of 7%.
- c. Strategic Plan (Board Retreat) – Discuss: The board discussed Director Jacobus’ suggestion of a board retreat to focus on a strategic plan for the library, to take place around the fall season. No action was taken at this time.
- d. Security System – Discuss: The board discussed Director Jacobus’ suggestion of installing security cameras around the outside of the building. Director Jacobus’ will gather price quotes.
- e. June 4, 2019 Dept. Head Meeting Minutes – Review & Discuss: The board discussed the Department Head minutes.
- f. July 29, 2019 Special Meeting – Discuss: The board will have a special board meeting on July 29, 2019 at 10am to review all the signatures gathered prior to submitting them to the town clerk.

XIII. Other Business: N/A

XIV. Adjournment

**MOTION: Trustee Dr. Ribner motioned for adjournment at 8:01 pm. Seconded by Trustee J. Musa. Motion carried.**

**YES: 8/8; President J. Whitney, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Nadine Herceg, Jen Musa, Paul Del Rosso, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

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Emilie Chang-Jackson, Secretary

Date