

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, FEBRUARY 22nd, 2021**

- I. The meeting was called to order by President Virginia Tyson at 7:05 p.m. Also present were: Jacques LeBlanc, Christine Buff (virtual), Deborah Cannarelli (virtual), Marcie Litjens, Bob Chesnut, Jacqueline Franke
Absent was: Colleen Hogan

Al Coster presented a review of the Library audit. The Library is financially in good shape.
- II. Agenda was approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- III. Minutes of the January 25, 2021 meeting was approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- IV. Period of Public Expression – None
- V. Financial Report – February

A. Operating Account Warrant #8	\$198,632.61
B. Operating Account Warrant #8A	\$.00
C. Payroll Account Warrant #8B	\$159,483.08
D. Capital Projects Fund Warrant #8	\$.00

 were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- VI. Reports.
 - A. President's report: None
 - B. Trustees' reports: None
 - C. Director's report: Director Litjens reported the following: The library numbers are going up. An 8th grader has requested to do a community service project involving the library. The community is looking to start coming to programs in person again. Some programs will be in person starting in May and June. Floating the idea of getting a tent for outdoor programming in the summer. The annual report is being worked on. This week is library advocacy week. Director Litjens will be attending virtually. Civil Service payroll certification was returned and will be approved. Budget numbers look good. The public health emergency plan will be ready for review next month. Bob made a change to the website. There are now featured topics that rotate. Thank you Bob. Director Litjens met with the Friends of the Library. Suggesting having a book bicycle with a cabinet that one of the members can use to give out books to community members.
 - D. Additional reports: None
- VII. Old Business
 - A. Café: The permit from 2011 has been taken care of. Waiting on a couple more approvals, but we should be good to start shortly.
- VIII. Period of Public Expression - None
- IX. New Business.
 - A. Motion by J. LeBlanc, seconded by C. Buff, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
 - B. Motion by J. LeBlanc, seconded by C. Buff, to approve revised legal notice for Budget Vote, all in favor.
 - C. Motion by J. LeBlanc, seconded by C. Buff, to promote Benjamin Zimmer from Page to Library Clerk effective 2/8/21, \$15/hr, all in favor.
 - D. Motion by J. LeBlanc, seconded by C. Buff, to promote Sabrina DiStefano from Page to Library Clerk effective 2/8/2021, \$15/hr, all in favor.
 - E. Motion by J. LeBlanc, seconded by C. Buff, to hire Election Inspectors Rosemarie Delio, William Romano and Janet Penney at \$15/hr, all in favor.
 - F. Motion by J. LeBlanc, seconded by C. Buff, to hire Chief Election Inspector Susan Bartels at \$16/hr, all in favor.

XI. Date and time of next meeting: Monday, March 15, 2021 at 7:00 p.m. in the Children's Activity Room.

XII. There being no further business, tonight's meeting was adjourned at 7:55 p.m. on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.

Respectfully submitted,

Jacqueline Franke

Jacqueline Franke
Secretary to the Board.