

**MINUTES OF THE CMFPL TRUSTEES MEETING  
HELD AT THE LIBRARY ON MONDAY NOVEMBER 15<sup>th</sup>, 2021**

- I. The meeting was called to order by President Virginia Tyson at 7:00 p.m. Also present were: Christine Buff, Deborah Cannarelli, Marcie Litjens, Bob Chesnut, Jacqueline Franke. Absent were Jacques LeBlanc, Colleen Hogan
- II. Agenda was approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- III. Minutes of the October 18, 2021 meeting were approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- IV. Period of Public Expression - None
- V. Financial Report for November

Operating Account Warrant	#5	\$311,413.19
Operating Account Warrant	#5A	\$ .00
Payroll Account Warrant	#5B	\$136,491.57
Capital Projects Fund Warrant	#5	\$183,996.37

were approved on a motion made by C. Buff, seconded by D. Cannarelli.
- VI. Reports.
  - A. President's report: President Tyson thanked Director Litjens for staying on top of everything construction related. It is understood that there is a lot of work involved and the Board appreciates all of her efforts.
  - B. Trustees' reports: None
  - C. Director's report: Marcie Litjens reported the following: The ballot for the Town of Brookhaven SCLS Board was discussed. An employee thank you letter was shared. Toys for Tots is under way. The change order from Arrow Steel for windows was discussed. Park East and BBS need to review. Several employees are out on Covid leave. They are working from home. The Hampton Coffee sign was discussed. A sanitation issue was discussed regarding construction. Director Litjens introduced Tim Cangelieri, the Library's new accountant.
  - D. Additional reports: None
- VII. Old Business
  - A. Cafe: Alex, Todd and Tim were present at the meeting with Tracy on conference call. BBS, Park East and the lighting company discussed the new build.
  - B. Computer/Stack Rotation: New lighting, options for switches, programming and dimming were all discussed.
- VIII. Period of Public Expression - None
- IX. New Business.
  - A. Motion by C. Buff, seconded by D. Cannarelli, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
  - B. Motion by C. Buff, seconded by D. Cannarelli, to transfer \$300,000 from People's Checking to Operating Account, all in favor.
  - C. Motion by C. Buff, seconded by D. Cannarelli, to set budget vote on Tuesday, April 5, 2022, all in favor.
  - D. Motion by C. Buff, seconded by D. Cannarelli, to set budget hearing date on Monday, March 28, 2022, all in favor.
  - E. Motion by C. Buff, seconded by D. Cannarelli, to retroactively remove fees and fines during initial reopening phases of the Covid crisis, all in favor.
  - F. Motion by C. Buff, seconded by D. Cannarelli, to change the December Board of Trustees meeting date to December 13, 2021, all in favor.
- X. Date and time of the next meeting of the Trustees: Monday, December 13, 2021 at 7:00pm.
- XI. There being no further business, tonight's meeting was adjourned at 7:47 p.m. on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.

Respectfully submitted,

Jacqueline Franke  
Secretary to the Board