

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, OCTOBER 17, 2022**

- I. The meeting was called to order by President Virginia Tyson at 7:00 p.m. Also present were: Deborah Cannarelli, and Christine Buff, Marcie Litjens and Bob Chesnut. Absent were: Jacques LeBlanc and Colleen Hogan
- II. Agenda was approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- III. Minutes of the September 19, 2022 meeting were approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- IV. Period of Public Expression – Jeff from the JCM presented a letter to the Trustees commending the library for their assistance during their Internet outage.
- V. Financial Report for October
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| Operating Account Warrant | #4 | \$111,529.43 |
| Operating Account Warrant | #4A | \$13,765.65 |
| Payroll Account Warrant | #4B | \$155,058.25 |
| Capital Projects Fund Warrant | #4 | \$20,045.90 |
- were approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- VI. Reports.
- A. President's report: Discussion ensued about church property.
- B. Trustees' reports: None
- C. Director's report: Director Litjens reported that the Shredding/e-waste/prescription drug take back had 328 cars drive thru and library representatives handed out Covid testing kits and hand sanitizer to cars. Library staff attended at the Fall Fair and it was busier than ever. More requests from the local school districts that the library have a table/booth at their fairs. SNAP representative had 5 patrons show up, Sun River flu clinic had 47 individuals and the Healthy Libraries had 24 individuals. Our Social Worker is working on a few in house projects and assisting with the Alzheimer's support group and various other projects including scheduling a Mammogram truck for January. An additional Librarian has passed their Notary certification and now we have 3. The Children's Dept. is hosting a Touch a Truck event this Saturday and the Teen Dept. is beginning a 100 books before graduation program in January. Plainview-Old Bethpage Library Director and Trustees visited our library last Friday for a tour and to inquire about the café. SCLS was able to obtain more free Covid test kits for libraries to distribute. This week is FOL week and the Friends are sponsoring some great programs (pumpkins, haunted tea etc.)
- D. Additional reports: None
- VII. Executive Session:
- A. Executive Session was entered at 7:23pm and exited at 7:26pm to discuss a specific personnel matter.
- VIII. Old Business
- A. Oil/Gas Conversion and interior alterations: Burners have still not arrived. Once installed, National Grid needs to connect and inspect the meter. Board toured the new stack rotation and lighting project.
- B. EV Station/Solar: Discussion ensued about each project. John Tanzi provided further information about the projected costs and savings of solar. Director Litjens brought up the Sustainability Libraries Initiative and the benefits of participating.
- IX. New Business.
- A. Motion by C. Buff, seconded by D. Cannarelli to transfer \$150,000 from M&T Checking to Payroll Account, all in favor.
- B. Motion by C. Buff, seconded by D. Cannarelli to accept the resignation of Library Page, Emelynne Cressy effective 9/22/22, all in favor.
- C. Motion by C. Buff, seconded D. Cannarelli to hire Library Page, Alexandria Gilroy at \$14/hr. effective 10/11/22, all in favor.
- D. Motion by C. Buff, seconded by D. Cannarelli to approve Intermittent FLMA for Library Clerk, Joanne Garofolo effective 5/5/22-10/4/22, all in favor.
- E. Motion by C. Buff, seconded by D. Cannarelli to approve additional time off, not to exceed six months for Library Clerk, Joanne Garofolo effective 10/5/22, all in favor.
- F. Motion by C. Buff, seconded by D. Cannarelli to approve the retirement of Library Clerk Donna Evans, effective 9/30/22, all in favor.
- G. Motion by C. Buff, seconded by D. Cannarelli to hire Library Clerk, Donna Evans at \$19.12/hr effective 10/4/22, all in favor.
- H. Motion by C. Buff, seconded by D. Cannarelli to contract the services of John Tanzi, Architect for Electric Vehicle Station project, all in favor.

I. Motion by C. Buff, seconded by D. Cannarelli to contract the services of John Tanzi, Architect for Solar Project, all in favor.

X. Date and time of the next meeting of the Trustees: Next Regular Meeting is Monday, November 19, 2022 at 7:00pm.

XI. There being no further business, tonight's meeting was adjourned at 7:37 p.m. on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.

Respectfully submitted,

Christine Buff
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Library Trustee