

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY NOVEMBER 21st, 2022**

- I. The meeting was called to order by President Virginia Tyson at 7:00 p.m. Present were: Jacque LeBlanc, Deborah Cannarelli, Colleen Hogan, Bob Chesnut, Jacqueline Franke, Secretary to the Board, Marcie Litjens
- II. Pledge of Allegiance
- III. Agenda was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- IV. Minutes of the October 17, 2022 meeting was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- V. Period of Public Expression – None
- VI. Financial Report for November
- | | | |
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| Operating Account Warrant | #5 | \$306,822.89 |
| Operating Account Warrant | #5A | \$ 8,417.36 |
| Payroll Account Warrant | #5B | \$233,860.24 |
| Capital Projects Fund Warrant | #5 | \$156,775.83 |
- were approved on a motion made by C. Buff, seconded by C. Hogan.
- VII. Reports.
- A. President's report: None
- B. Trustees' reports: None
- C. Director's report: Bob Chesnut reported the following (on behalf of Director Litjens): A full time employee will be resigning at the end of the month. A specific patron issue was discussed. Department heads got together to discuss the sustainability initiative. As of 2023, the Board will be required to complete two (2) hours of training per year. Director Litjens attended the NYLA conference. Jessica Ceramello attended a conference as well. Patrons seem happy with the new set up. Comments are that it seems more spacious. Covid cases amongst staff are on the rise.
- D. Additional reports: Bob Chesnut reported that the Library has switched from Google to Microsoft as its email provider. This is a budgetary savings.
- VIII. Executive Session
- A. Motion by C. Buff, seconded by C. Hogan, to enter into Executive Session at 7:00 p.m. to discuss a personnel matter, all in favor.
- B. Motion by C. Buff, seconded by C. Hogan to resume Regular Session at 7:25 p.m., all in favor.
- IX. Old Business
- A. Oil/Gas Conversion and interior alterations: The stacks have all been rotated. We are currently waiting on lighting. We have been switched over to gas. Tank removal began on Friday, but ran into a snag. Discussion ensued. The Board asked that we look into abandonment of the tank. The liner still needs to be installed in the chimney. A gas detector system still needs to be installed.
- B. EV Station/Solar: We will be using Charge Point. Reviewed solar products, types of chargers, and suggested layout. Discussion ensued.
- C. Church Property: The church is interested in selling the property. The Board would like the property re-appraised.
- X. New Business.
- A. Motion by C. Buff, seconded by C. Hogan, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
- B. Motion by C. Buff, seconded by C. Hogan, to hire Security Guard, Michael Moor at \$21.50/hr effective 11/7/22, all in favor.
- C. Motion by C. Buff, seconded by C. Hogan, to approve SCLS budget, all in favor.
- D. Motion by C. Buff, seconded by C. Hogan, to hire Library Clerk, Colleen Tuohy-Jones at \$16/hr effective 11/18/22, all in favor.
- E. Motion by C. Buff, seconded by C. Hogan, to transfer \$300,000 from Municipal Checking to Operating Account, all in favor.
- F. Motion by C. Buff, seconded by C. Hogan, to increase Secretary to the Board, Jackie Franke's salary to \$325/month, all in favor.
- XI. Date and time of the next meeting of the Trustees: Regular Meeting Monday, December 19, 2022 at 7:00pm
- XII. There being no further business, tonight's meeting was adjourned at 8:10 p.m. on a motion made by C. Buff, seconded by C. Hogan, all in favor.

