

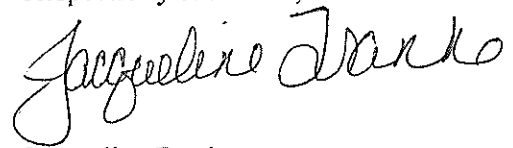
**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, NOVEMBER 20th, 2023**

- I. The meeting was called to order by President Virginia Tyson at 7:00 p.m. Also present were: Jacques LeBlanc, Christine Buff, Deborah Cannarelli, Marcie Litjens, Jacqueline Franke, Bob Chesnut. Absent was Colleen Hogan
- II. Pledge Of Allegiance
- III. Agenda was approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- IV. Minutes of the October 16th, 2023 Regular meeting was approved on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.
- V. Period of Public Expression - None
- VI. Financial Report For November

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|-------------------------------|-----|--------------|
| Operating Account Warrant | #5 | \$331,621.96 |
| Operating Account Warrant | #5A | \$ 6,706.34 |
| Payroll Account Warrant | #5B | \$245,212.26 |
| Capital Projects Fund Warrant | #5 | \$ 0.00 |
- VII. Reports
 - A. President's report: President Tyson expressed how nice it is to be back.
 - B. Trustees' reports: None
 - C. Director's report: Director Litjens reported the following: The NYLA presentation was a huge success. Twenty two people attended the presentation. Director Litjens said she enjoyed the sessions she attended, one of which included a seminar on the history of censorship. There is an article in The Tide regarding the Library's Toys for Tots program. On November 30th, the library will be hosting a 'Be the Match' event for 18-40 year olds. This entails having your cheek swabbed to find out if you can donate bone marrow to an individual in need. The seed library has been temporarily moved and a new display case has been put in its place. As a reminder, the library trustees are all required to complete two hours of trustee education by December 31st. As of December 1, 2023, SCLS has decided that Livebrary will no longer grant access if a library card is expired or if the patron owes over \$100 in fines. This is countywide. We ordered three new tables for the adult department. They are a bit smaller than the tables that are currently there. Discussed a formal book challenge. In October, the Teens department had a successful hygiene drive that replenished the cleanliness corner. We hosted a mobile Covid clinic and the supply of all Covid vaccines were exhausted..
 - D. Additional reports: Mr. Chesnut reported that the new servers should be fully in service as of next week. We were up 1500 patrons in the building for this November verses last November. We averaged 500 people per day for November.
- VIII. Executive Session
 - A. Motion by C. Buff, seconded by D. Cannarelli, to enter into Executive Session at 7:30 p.m. to discuss a personnel matter, all in favor.
 - B. Motion by C. Buff, seconded by D. Cannarelli to resume Regular Session at 7:50 p.m., all in favor.
- IX. Old Business
 - A. Oil/Gas and interior alterations: The closeout papers are in the process of being completed. Final bill to come.
 - B. Site Improvement Plan (parking lot): Finishing up the plans that will then be forwarded to SED.
 - C. Director Evaluation: In the process of filling out the evaluation form.
 - D. Credit Card (USPS): Due to the post office changing their procedures, the library is looking to purchase a reloadable visa. Discussion ensued.
 - E. Landscaper-Snow Removal: GP Landscaping and snow removal will be used this winter for snow removal.
- X. Period of Public Expression – None
- XI. New Business.

- A. Motion by C. Buff, seconded by D. Cannarelli, to transfer \$175,000 from M&T Checking to Payroll Account, all in favor.
 - B. Motion by C. Buff, seconded by D. Cannarelli, to transfer \$400,000 from M&T Checking to Operating Account, all in favor.
 - C. Motion by C. Buff, seconded by D. Cannarelli, to accept resignation of Library Clerk, Ailsa Augustyn effective 10/22/23, all in favor.
 - D. Motion by C. Buff, seconded by D. Cannarelli, to hire Library Clerk, Catherine Vish at \$16/hr effective 11/1/23, all in favor.
 - E. Motion by C. Buff, seconded by D. Cannarelli, to hire Library Clerk Julia Mei Hanzl at \$16/hr effective 11/16/23, all in favor.
 - F. Motion by C. Buff, seconded by D. Cannarelli, to accept the resignation of security guard, Liam Romano effective 11/12/23, all in favor.
 - G. Motion by C. Buff, seconded by D. Cannarelli, to approve purchase of \$200 re-loadable visa for passport/homebound mail, all in favor.
- XII. Date and time of the next meeting of the Trustees: Monday, December 18, 2023 at 7:00pm.
- XIII. There being no further business, tonight's meeting was adjourned at 8:00 p.m. on a motion made by C. Buff, seconded by D. Cannarelli, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board