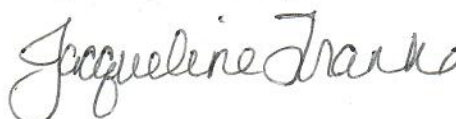


**MINUTES OF THE CMFPL TRUSTEES MEETING  
HELD AT THE LIBRARY ON MONDAY, MARCH 18<sup>th</sup>, 2024**

- I. The meeting was called to order by President LeBlanc at 7:02 p.m. Also present were: Christine Buff, Kathleen Finnegan, Colleen Hogan, Marcie Litjens, Bob Chesnut, Jacqueline Franke, Absent was: Deborah Cannarelli
- II. Pledge Of Allegiance
- III. Agenda was approved on a motion made by C. Buff, seconded by K. Finnegan, all in favor.
- IV. Minutes of the February 26<sup>th</sup>, 2024 Regular meeting was approved on a motion made by C. Buff, seconded by K. Finnegan, all in favor.
- V. Period of Public Expression - None
- VI. Financial Report For December
- |                               |     |              |
|-------------------------------|-----|--------------|
| Operating Account Warrant     | #9  | \$ 96,066.56 |
| Operating Account Warrant     | #9A | \$ 3,448.37  |
| Payroll Account Warrant       | #9B | \$164,465.11 |
| Capital Projects Fund Warrant | #9  | \$ 14,989.03 |
- VII. Reports
- A. President's report: None
- B. Trustees' reports: None
- C. Director's report: Director Litjens reported the following: Assemblyman Thiele has recommended the library for a \$125,000 grant to be used toward the creation of a nature scape community garden for children. A patron issue was discussed. The sustainable library initiative program is 20% completed. In five months the library has met the 1000lb goal for plastic collection and has earned a second Trex bench. After collaboration with other directors and SCLS, an arrangement is trying to be made to have System pick up our plastic daily. This will save staff from having to drop the plastic off. On May 1<sup>st</sup> there is a program being offered at SCLS that trustees can attend that will satisfy the trustee continuing education requirement. The new staff chairs have been ordered. A redesign of the Director's office was discussed. A meeting was held with Mr. Verbese to discuss the contracts.
- D. Additional reports: Mr. Chesnut reported that there were 1800 more patrons that utilized the library this February as opposed to last February. There was one day this February that saw 634 people in one day.
- VIII. Old Business
- A. Site Improvement Plan (parking lot): Waiting on SED.
- B. Budget: Director Litjens gave an overview of the proposed 2024-2025 budget.
- C. Policy Review: Director Litjens gave an overview of the revisions proposed for the following policies: Code of Ethics, Conflict of Interest, Whistleblower.
- IX. Period of Public Expression – None
- X. New Business.
- A. Motion by C. Buff, seconded by K. Finnegan, to transfer \$175,000 from M&T Checking to Payroll Account all in favor.
- B. Motion by C. Buff, seconded by K. Finnegan, to approve revisions to Code of Ethics Policy, all in favor.
- C. Motion by C. Buff, seconded by K. Finnegan, to approve revisions to Conflict of Interest Policy, all in favor.
- D. Motion by C. Buff, seconded by K. Finnegan, to approve revisions to Whistleblower Policy, all in favor.
- XI. Date and time of the next meeting of the Trustees: Budget Hearing, Monday, March 25<sup>th</sup>, 2024 at 7:00 p.m.  
Regular Meeting, April 15, 2024 at 7:00 p.m.
- XII. There being no further business, tonight's meeting was adjourned at 8:27 p.m. on a motion made by C. Buff, seconded by K. Finnegan, all in favor.

Respectfully submitted,



Jacqueline Franke  
Secretary to the Board