



## Draft Board Meeting Minutes: June 21, 2023

### **Present:**

Jane Dietz, President  
Gabrielle Giacomazzo, Vice-President  
Kenneth St. John, Secretary  
Lori-Ann Novello, Trustee  
Courtney Bynoe, Trustee  
Lisa Kropp, Library Director

Board President Jane Dietz called the meeting to order at 7:01 PM.

Motion to adopt the agenda (St. John /Bynoe) 5-0.

Motion to adopt the prior meeting minutes (Giacomazzo/Bynoe) 5-0.

There was no public expression.

The Director shared correspondence with the Board, copies of which are included in the meeting packet.

Motion to adopt the Treasurer's Report as presented, including receipts, disbursements, warrants and cash flow (Bynoe/Novello) 5-0.

The Director gave her report to the Board; a copy of which is included in the original meeting packet.

### **Budget and Finance Committee:**

Motion to move \$50,000 from merchant services into general fund checking (Giacomazzo/Bynoe) 5-0.

Motion to adjust budget line items as listed in the Board packet for the 2023-2024 fiscal year (Novello/St. John) 5-0.

### **Infrastructure Committee:**

Motion to approve schedule A in the amount of \$30,726.33 in relation to the building infrastructure project (Novello/St. John) 5-0.

### **Personnel Committee:**

Motion to move into executive session at 7:37 pm to discuss performance evaluation of the Library Director and annual management raises for confidential employees (Novello/St. John) 5-0.

Library Director Lisa Kropp left the executive session at 8:00 pm, and returned at 8:15 pm.

Motion to exit executive session at 8:18 pm (Bynoe/Giacomazzo) 5-0.

Motion to approve *Management Staff 2023-24 Schedule 2023-A* (Bynoe/Giacomazzo) 4-0 with one absence (Bynoe).

**Policy Committee:**

Motion to approve three new policies: Credit-Debit Card Acceptance; Distracted Driving; Sustainable Purchasing (St. John/Novello) 5-0.

Motion to approve revisions to four existing policies: Meeting Rooms; Staff Training and Development; Exhibits and Displays; Financial Management (St. John/Giacomazzo) 5-0.

**Strategic Planning Committee:**

Next meeting date is June 29, 2023.

**Unfinished Business:**

Ms. Kropp is in the process of setting up interviews with law firms based on responses to the May 2023 RFP, for the July and August meetings.

**New Business:**

With no public expression or remaining business to conduct, motion to adjourn the meeting was made at 8:36 pm (St. John/Bynoe) 5-0.

Next meeting: Monday, July 17 at 7:00 PM – annual reorganization meeting, followed immediately by a regular meeting of the Board of Trustees

---

Lisa Kropp, note taker

---

Kenneth St. John, Board Secretary