

APPROVED MINUTES
Lindenhurst Memorial Library Board of Trustees Board Meeting
Saturday, January 21, 2023 at 10:00 am

Board Members Jane Dietz, Gabrielle Giacomazzo, Kenny St. John, Lori Novello and Courtney Bynoe, were present, as was Library Director Lisa Kropp and Head of Information Services and Community Engagement Coordinator Caitlin Sempowich. Principal Account Clerk Melissa Negrin, and guest Ted Schlomann, from Baldessari & Coster Auditors, also attended.

Board President Jane Dietz called the meeting to order at 10:01 am.

Motion to adopt the meeting agenda made by Ms. Giacomazzo, second by Mr. St. John. Motion carried. (5-0)

Motion to adopt the prior meeting minutes made by Ms. Novello, second by Ms. Giacomazzo. Motion carried. (5-0)

Mr. Schlomann went through 2021-22 audit report with the Board. He noted that the Library is in a good financial position. He noted that the liabilities as of June 30, 2022 include the bond monies. He noted that the Board can pass a resolution to change the unemployment committed funds to an "employee benefits" committed funds line to be more encompassing.

Ms. Kropp shared correspondence received with the Board. The original Board Meeting packet contains copies of all correspondence received for the meeting. She noted a special marketing campaign, created by Monika Brusalis and Maggie Nguyen, where the top fifty library users in terms of print checkouts received special thank you cards from Ms. Kropp. The cards included her email address to solicit feedback for the upcoming strategic planning work.

Motion to adopt the Treasurer's Report, including receipts, disbursements, warrants and cash flow made by Mr. St. John, second by Ms. Giacomazzo. Motion carried. (5-0).

Director Kropp shared her report with the Board. The original Board Meeting packet contains a copy of the Director's report.

Committee Reports:

Budget and Finance Committee: Discussed the draft 2023-24 operating budget. Motion by Ms. Novello, second by Mr. St. John, to approve the draft 2023-24 library operating budget and legal notices for the budget vote and trustee election. Motion carried. (5-0)

Infrastructure Committee: Motion by Ms. Novello, second by Mr. St. John, to accept Payment Schedule A as attached for building project invoices for a total cost of \$250,410.49 Motion carried. (5-0)

Motion by Mr. St. John, second by Ms. Giacomazzo, to approve work by Branch Services to abate the kitchen floor in the Annex at a cost not to exceed \$11,039.61. Motion carried. (5-0)

Personnel Committee: Ms. Kropp will send a copy of her current contract to Board President Dietz.

Policy Committee: no report.

Strategic Planning Committee: Met January 10 to pick dates for focus groups in early March. There was a lot of interest from community members to serve on the committee -- about 14 responses to date. The deadline is January 23 to volunteer for the committee.

Old Business: None.

New Business: The Board will work on completing a Board audit by individual trustees at the February meeting, in preparation for the April 15 trustee training with consultant Rebekkah Smith-Aldrich.

The June board meeting date was switched from Saturday, June 17 to Wednesday, June 21 at 7:00 pm.

There was no public expression.

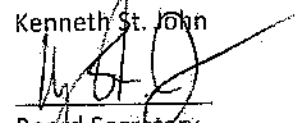
Motion to adjourn at 11:59 am made by Ms. Giacomazzo, second by Ms. Bynoe. Motion carried: (5-0).

Future Board meeting date: Saturday, February 18, 2023 at 9:00 am.

Lisa Kropp


Recorder of Minutes

Kenneth St. John


Board Secretary