



**Board of Trustees Meeting Minutes:**  
**Monday, June 16, 2025, at 7:00 PM**

**Present:**

Jane Dietz, President  
Gabrielle Giacomazzo, Vice President  
Courtney Bynoe, Secretary  
Lori-Ann Novello, Trustee  
Lisa Kropp, Library Director  
Caitlin Sempowich, Assistant Director  
Kathleen Busch, Trustee, absent with notice.  
Network & Systems Specialist Brett Whiteford also attended the meeting.

Board President Jane Dietz called the meeting to order at 7:04

PM Motion to adopt the agenda (Giacomazzo/Bynoe) 4-0.

Motion to adopt the prior meeting minutes (Bynoe/Giacomazzo) 4-0.

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 (Giacomazzo/Bynoe) 4-0.

The Director and Assistant Director gave their reports to the Board, copies of which are included in the original meeting packet.

Network & Systems Specialist Brett Whiteford gave his report to the Board. President Dietz thanked him for all he does to keep our technology running and our systems secure.

**Budget and Finance Committee (CB/LN):**

Motion to approve external auditing services from Baldessari & Coster for the 2024-25 fiscal year audit at a cost not to exceed \$14,000 (Novello/Giacomazzo) 4-0.

**Infrastructure Committee (LN/JD):** no report.

**Personnel Committee (GG/JD):**

Motion to approve the payroll of May 28 and June 11 for full and part-time employees (Bynoe/Giacomazzo) 4-0.

Motion to approve vacation and sick leave payouts for fiscal year 2024-25 in the amount of \$26,517, out of Employee Benefits Committed Funds (Novello/Giacomazzo) 4-0.

Motion to approve the attendance of Lisa Kropp at ALA Annual Conference in Philadelphia, PA from June 26-July 1 at a cost not to exceed \$2,500 (Bynoe/Giacomazzo) 4-0.

Motion to approve civil service title changes for: Jillian Carson, Adam Peretzman, Jenna Salzan, and Samantha Feldstein from Library Assistant to Librarian Trainee, effective July 1, 2025 (Novello/Bynoe)

4- 0.

**Policy Committee (JD/KSJ):** no report

**Strategic Planning Committee (GG/CB):** no report.

**Unfinished Business:**

The Board meeting dates for the 2025-26 fiscal year are as follows:

Monday, July 14 (reorganization meeting at 6:30 PM, followed immediately by the regular meeting)

Wednesday, August 20 at 7:00 PM

Wednesday, September 17 at 7:00 PM

Wednesday, October 22 at 7:00 PM

Monday, November 17 at 7:00 PM

Wednesday, December 17 at 7:00 PM

Wednesday, January 21 at 7:00 PM

Monday, February 23 at 7:00 PM

Wednesday, March 25 at 7:00 PM

Monday, April 20 at 7:00 PM

Wednesday, May 18 at 7:00 PM

Monday, June 15 at 7:00 PM

**New Business:**

Motion to enter into executive session at 7:54 PM to discuss a real estate matter and the annual evaluations of management/confidential employees (Novello/Bynoe) 4-0.

Motion to exit executive session at 8:17 PM (Bynoe/Novello) 4-0.

Motion to approve Schedule 2025-A of management/confidential staff, a copy of which is attached to the original board packet (Giacomazzo/Novello) 4-0.

With no further business to discuss, the meeting adjourned at 8:19 PM (Giacomazzo/Novello) 4-0.

Next meeting: Reorganization Meeting of the Board: July 14, 2025, at 6:30 PM, immediately followed by a regular board meeting

 7/14/25

Lisa Kropp, note taker

 7/14/25

Courtney Bynoe, Secretary