



Board of Trustees Meeting Minutes: Wednesday, September 17, 2025

Present:

Gabrielle Giacomazzo, President
Courtney Bynoe, Secretary
Lori-Ann Novello, Trustee
Kathleen Busch, Trustee
Lisa Kropp, Director
Caitlin Sempowich, Assistant Director
Guest: Rosalia Millan, Page Supervisor and ENL Coordinator
Absent with notice: Jane Dietz, Vice-President

- Board President Gabrielle Giacomazzo called the meeting to order at 7:00 PM.
- Motion to adopt the agenda (Novello/Bynoe) 4-0
- Motion to adopt the prior meeting minutes (Busch/Novello) 4-0
- The Director shared correspondence with the Board, copies of which are included in the original board meeting packet.
- Rosalia Millan, Page Supervisor and ENL Coordinator, shared her report with the Board. President Gabrielle Giacomazzo thanked her on behalf of the Board of Trustees for her dedication to growing services for our patrons learning English.
- Motion to adopt the Treasurer's Report: Receipts and Disbursements, Warrants, and Cash Flow (Novello/Busch) 4-0
- The Director and the Assistant Director shared their reports with the Board, copies of which are included in the original board meeting packet.

Committee Reports:

Budget and Finance (LN, GG) discussion about the 2026 PALS operating budget

Infrastructure (JD, CB)

Personnel (GG, KB)

Motion to approve payroll for August 20 and September 3, 2025 (Bynoe/Busch) 4-0

Motion to approve attendance at the Library Journal Public Library Director Summit, October 15-17, 2025, at the Denver Public Library, for Lisa Kropp at a cost not to exceed \$700.00 (Bynoe/Busch) 4-0

Motion to appoint Maria A. Gorrin Tropea and Joanne Conroy as part-time library clerks at the contractual rate of \$18.66 per hour (Busch/Novello) 4-0

Motion to approve the attached CS-150 forms (Busch/Bynoe) 4-0

Policy (CB, LN)

Motion to accept revisions to the WiFi Hotspot and Program Policies (Bynoe/Busch) 4-0

Strategic Planning (KB, JD): the committee is meeting on October 8. Assistant Director Sempowich shared a report from Library IQ, a copy of which is included in the original board meeting packet.

Unfinished Business

Annual evaluation of the Library Director and the Board of Trustees:
Trustee Handbook review: Planning and Evaluation (p.89-92)

New Business:

Motion to enter executive session at 8:09 PM to discuss an unpaid leave of absence for an employee and a real estate matter (Busch/Bynoe) 4-0

Motion to exit executive session at 8:14 PM (Bynoe/Busch) 4-0

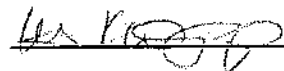
Motion to approve an unpaid leave of absence to Nicholas Collette (Novello/Busch) 4-0

Trustee Bynoe exited the meeting at 8:15 PM

Next month's Trustee Handbook review will be on Public Relations and Advocacy (p. 111-114)

With no further business to discuss, the meeting adjourned at 8:32 PM (Busch/Novello) 4-0

NEXT MEETING: Wednesday, October 22 at 7:00 PM



Lisa Kropp, note taker



Courtney Bynoe, Secretary