

---

**BOARD OF TRUSTEES  
Regular Meeting  
Monday, May 20, 2024, 6:00pm**

**Meeting Minutes**

Present (via Zoom): Wendy Reeve, President; Kathy Perretta, Vice President; Bob McCaughey, Treasurer;; Rosemary Winters, Library Director; Helen Corso, Sue Given; Helen Corso, Absent: Justin Cobis, Barbara Best, Secretary

1. Call to Order, President Wendy Reeve  
As a quorum was present, the meeting was called to order at 6:04 p.m.
2. Adoption of the Agenda  
A motion to adopt the agenda as amended was made by Bob McCaughey. The vote was unanimous in favor.
3. Public Expression  
There was no public expression.
4. Approval of the April 15, 2024 Minutes, Secretary, Barbara Best  
A motion to approve the April 15, 2024 minutes was made by Kathy Perretta. The vote was unanimous in favor.
5. Financial Reports, Director Rosemary Winters
  - a. Review of Treasurer's Report  
The Treasurer's report for April 2024 were reviewed and discussed by the trustees.
  - b. Review of Multi-Fund Report  
The Multi-Fund report for April 2024 were reviewed and discussed by the trustees.
  - c. Approval of General Fund Warrant  
The General Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the General Fund Warrant dated May 20, 2024 was made by Bob McCaughey. The vote was unanimous in favor.
  - d. Approval of Capital Fund Warrant  
The General Fund Warrant was reviewed and discussed by the Trustees. A motion to approve the General Fund Warrant dated May 20, 2024 was made by Wendy Reeve. The vote was unanimous in favor.

e. Affirmation of Payroll

Gross Wages for April 12, 2024 were \$31,223.42.  
Employer Taxes for April 12, 2024 were \$.8242.34

Gross Wages for April 26, 2024 were \$31,229.25  
Employer Taxes for, 2024 were \$8,157.19.

A motion to approve the payroll for the pay periods April 12 and 26, 2024 was made by Helen Corso. The vote was unanimous in favor.

6. Director's Report, Rosemary Winters

A motion to approve the Director's report dated May 20, 2024 was made by Sue Given. The vote was unanimous in favor.

7. Personnel Report, Rosemary Winters

A motion to approve the Personnel report dated May 20, 2024 was made by Bob McCaughey. The vote was unanimous In favor.

8. **Committee Reports** (Italicized Committees are currently inactive)

a. *Investment Committee, Wendy Reeve, Justin Cobis*

b. *Nominating Committee, Kathy Perretta, Sue Given*  
*Policy Committee, Wendy Reeve, Bob McCaughey, Helen Corso*

c. *Research & Development Committee, B. McCaughey, B. Best, K. Perretta, H. Corso, N. Molofsky*

d. Building & Grounds Committee, Barbara Best, Justin Cobis

- The Library is no longer working with Island Elevator. All Island Elevator, the company that installed the elevator, is rebuilding the pump, and performing required function and safety tests prior to doing the installation. The elevator is out of order until completion of this project.
- The Friendship Walk bricks were installed by Fine Care Landscaping, this project is supported by the Friends of the Library.
- The masonry work on the wall in front of the church side of the building was repaired by Fine Care Landscaping.

9. Old Business

- No old business.

10. New Business

a. Reallocate 2023-2024 Budget Lines

Motion to reallocate the following lines from the 2023-2024 budget:

- \$1,000.00 from 6161 Adult DVD's to 6130 Magazines & Newspapers
- \$1,500.00 from 6161 Adult DVD's to 6174 Software
- \$1,000.00 from 6321 Network & Technology (under \$500) to 6331 Printing
- \$2,000.00 from 6321 Network & Technology (under \$500) to 6320 Office & Processing.

A motion to reallocate the 2023 Budget Lines was made by Wendy Reeve. The vote was unanimous in favor.

b. Security Cameras – Capital Expense

A motion to approve \$3,185.00 for Lighthouse Security to install two additional cameras (at the entryway, and the rear of the building), and to be paid from the Capital Account was made by Kathy Perretta. The vote was unanimous in favor.

11. Public Expression

There was no public expression.

12. Executive Session

A motion to enter Executive Session was made by Bob McCaughey at 6:51. The vote was unanimous in favor.

The Board discussed and approved a personnel matter.

A motion to exit the Executive Session was made by Sue Given at 6:52. The vote was unanimous in favor.

13. Adjournment

A motion to adjourn was made by Bob McCaughey. The vote was unanimous in favor.

The meeting adjourned 6:53 p.m.

Respectfully submitted,

Barbara Best, Secretary

Approved on: June 17, 2024

Next Trustee Meeting: Monday, June 17, 2024 at 6:00pm  
Upcoming Friends of the Library Meeting: Monday, June 10, 2024 at 3:00pm