

Approved by the Library Board of Trustees December 12, 2022

Richmond Memorial Library

Board of Trustees

November 14, 2022

The November meeting of the Library Board of Trustees was held on Monday, November 14, 2022. President Gregg McAllister called the meeting to order at 6:34 p.m.

Members present: Gregg McAllister, Norm Argulsky, Kristi Evans, Jessica Ecock Rotondo, Leslie Moma, and Catrina Lasher

Also present: Interim Director Diana Wyrwa and Deputy Clerk Debra Levins

Excused: Rebecca McGee

Approval of Minutes

President G. McAllister declared the minutes of the October 17, 2022 meeting approved with corrections.

Public to be Heard - None

Interim Director's Report

Interim Director Diana Wyrwa report included information regarding the budget/trustee vote, LED lights, new water fountain with bottle filler capacity, recent elevator issues, the Office for the Aging's RSVP volunteer program, and HRWorks.

October 2022 Librarian Reports

The Board reviewed monthly reports from Librarians Rita McCormack, Samantha Basile, Elizabeth Beardslee, Deborah Wood, and Teen Services Librarian Felicia Cecere.

The Board also reviewed the monthly report from Children's Room Librarian Sue Potera.

September 2022 Statistics

The September 2022 Statistic Report will be reviewed with the October 2022 Statistics at the December meeting.

Committee Reports

Personnel Committee

The Personnel Committee finished initial interviews for Library Director candidates.

Financial Reports

October 2022 Summary of Revenues and Appropriations

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to approve the October 2022 Summary of Revenues and Appropriations. All members voted yes. Motion carried.

September Bank Reconciliations

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to approve the September 2022 Bank Reconciliations. All members voted yes. Motion carried.

Approval of Invoices for Payment

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to approve the manual checks on Warrant 22. The amount of \$2,795.14 was received by Proflex Administrators LLC for October Health Care costs. All members voted yes. Motion carried.

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to approve the payment of \$17,226.83 on Supplemental Warrant 25. All members voted yes. Motion carried.

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to approve the payment of \$5,670.16 on Supplemental Warrant 27. All members voted yes. Motion carried.

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to approve the payment of \$23,846.52 on Warrant 28. All members voted yes. Motion carried.

Communications - None

New Business

Approval of the 2023-24 Budget Vote/Trustee Election Calendar

Upon the motion of N. Argulsky, seconded by C. Lasher, it was resolved to approve the 2023-24 Budget Vote/Trustee Election Calendar. All members voted yes. Motion carried.

Gift to Bob Conrad

Upon the motion of L. Moma, seconded by J. Ecock Rotondo, it was resolved to gift former Library Director Bob Conrad with the bust of Julius Caesar along with the Board of Trustees best wishes as Library Director in Chappaqua, Westchester County, NY. All members voted yes. Motion carried.

Unfinished Business

Executive Session to Discuss the Appointment of a Person

Upon the motion of J. Ecock Rotondo, seconded by N. Argulsky, it was resolved to enter into Executive Session at 7:02 p.m. All members voted yes. Motion carried.

Upon the motion of N. Argulsky, seconded by J. Ecock Rotondo, it was resolved to exit Executive Session at 8:34 p.m. All members voted yes. Motion carried.

Adjournment

Upon the motion of J. Ecock Rotondo, seconded by L. Moma, it was resolved to adjourn the meeting at 8:35 p.m. All members voted yes. Motion carried.

Respectfully submitted,
Diana Wyrwa, Clerk