

October 17, 2023 Meeting Minutes

APPROVED

The meeting was called to order at 4:02 p.m. by Sheila Brown.

Roll Call

Present	Anne Augustyn
Present	Sheila Brown
Present	Margaret Holbrook
Late	Jeanne Howe
Absent	Rose Lange
Present	Carol Punturieri
Present	Michael Stewart
Excused	Christine Williams

A motion was made by Margaret Holbrook to approve the agenda and was seconded by Anne Augustyn:

Aye	Anne Augustyn
Aye	Sheila Brown
Aye	Margaret Holbrook
Late	Jeanne Howe
Absent	Rose Lange
Aye	Carol Punturieri
Aye	Michael Stewart
Excused	Christine Williams

A motion was made by Margaret Holbrook to approve the minutes from September 19, 2023 and was seconded by Anne Augustyn:

Aye	Anne Augustyn
Aye	Sheila Brown
Aye	Margaret Holbrook

Tardy	Jeanne Howe
Absent	Rose Lange
Aye	Carol Punturieri
Aye	Michael Stewart
Excused	Christine Williams

A motion was made by Michael Stewart to approve the treasurer's report and was seconded by Carol Punturieri:

Ms. Augustyn reviewed the treasurer's report from September.

Aye	Anne Augustyn
Aye	Sheila Brown
Aye	Margaret Holbrook
Aye	Jeanne Howe
Absent	Rose Lange
Aye	Carol Punturieri
Aye	Michael Stewart
Excused	Christine Williams

A motion was made by Michael Stewart to approve the bills for payment and was seconded by Margaret Holbrook:

Aye	Anne Augustyn
Aye	Sheila Brown
Aye	Margaret Holbrook
Aye	Jeanne Howe
Absent	Rose Lange
Aye	Carol Punturieri
Aye	Michael Stewart

Excused	Christine Williams
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Public Comments

Mr. Stephens reviewed the document on how to become a library trustee in light of the open trustee position. The following topics were discussed: how to become a trustee, what does it mean to be a trustee, what should a trustee know, what does the library board do, and an outline of a library trustee's job.

Correspondence

The library received a donation from Mr. and Mrs. Dunham for large print books.

Director's Report

The old business and the director's report go hand in hand this month.

Old Business

Mr. Stephens, Ms. Augustyn, and Mr. Stewart met to discuss the proposed shared services agreement. Their input was then forwarded to the library's attorney for her review.

New Business

The proposed budget for 2024 was discussed. It was noted that the municipal support increased by 6%. State aid also increased. The total proposed incoming funds totalled \$1,122,122. Mr. Stephens is recommending a budget of \$1,100,000 with an available transfer of \$22,122 to the capital fund. It was suggested to hire an additional person to work with the current staff member on children's programming; it would be helpful to have a part-time person to work alongside the staff member. The trustees were asked to bring any questions they may have to the next meeting.

The next meeting is scheduled for Tuesday, November 21, 2023 at 4:00 pm.

A motion was made to adjourn the meeting by Margaret Holbrook and seconded by Michael Stewart:

Aye	Anne Augustyn
Aye	Sheila Brown
Aye	Margaret Holbrook
Aye	Jeanne Howe
Absent	Rose Lange
Aye	Carol Punturieri
Aye	Michael Stewart
Excused	Christine Williams

Respectfully Submitted,
Jeanne Howe