

BLODGETT MEMORIAL LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING – March 7, 2023
In person

Trustees Present

- Anthony Ruggiero
- Janice Ballard
- Vincent Sullivan
- Beth Allee
- Sarah Smith
- Carole LaColla
- Lois Miccio
- Lynette Whiteman

Staff Present

- Julie Spann, Director
- Joanna Aquafredda, Office Manager

Other Guests

- I) President Anthony Ruggiero called the meeting to order at 7:05 p.m.
- II) Approval of February 15, 2023 minutes.
 - The Minutes were reviewed.
 - A motion to approve the February minutes was made by Lynette, seconded by Vincent and unanimously approved.
- III) President's Report
 - (a) nothing to report
- IV) Financial Report
 - The March warrant was presented and reviewed by the Finance Committee. Everything seemed in line with the budget and there was nothing out of the ordinary.
- V) Director's Report
 - Old Business
 - ◆ Logo-Janice's daughter drew up some designs. The board picked three of those designs to send to Paul. Joanna will email Paul the designs as well as the questionnaires that were filled out by the board asking him to build off of these designs.
 - ◆ By Laws/Committees- By-Laws were reviewed. The following changes will be sent to the attorney to ensure they are in compliance.
 - (I) Add back in verbiage about elected officials " No Elected official of any municipal body or employee of the Blodgett Library shall be eligible for election as a trustee."
 - (a) Also include "As of March 2023 current sitting board members are not applicable to the Elected official Rule. As of date of adoption of the new by-laws"
 - (b) "Newly elected officials of current board members must step down after adoption of the new by-laws."
 - (II) If president steps down, a new one will be appointed by the board
 - (III) Joanna will check with lawyer if Article III section G regarding trustee absenteeism is still applicable.

(IV) Remove Section C under Duties of Vice President which is to Chair the Election/Personnel Committee

(V) Under Duties of the Secretary remove:

(a) Section A-Keep all records of the board

(b) Section b- record all minutes of all the meetings and file them in the designated repository.

(c) Section d- notify board members of board meeting dates

(d) Section e- Furnish copies of minutes to each board member prior to meeting.

(VI) Under duties of the treasurer see if it can be combined with the removed duties of the treasurer to create a new position of the office manager which will take over the duties of the treasurer and secretary.

Joanna will check with attorney if this can be done and also be given to someone not on the board.

(VII) Under article VII section C remove Assistant Library Director II and add 2 signatures required for amount over \$500.

(a) Joanna will check with Attorney how to word approval for electronic withdrawals. Electronic Bills are approved annually at the beginning of the year.

(b) Increase petty cash to \$100.

(VIII) Article V standing committees: The board would like the following committees.

(a) Financial

(b) Personnel

(c) Building and Grounds

(d) Liaison to Friends

(e) Long Range

- New Business

- ◆ Trustee Reception- Invitation was passed out to all board members and they will let Julie/Joanna know if they want to attend

- ◆ Parents night out on March 17th. The library will close early.

- ◆ Outdoor Book Drop- The library needs a new book drop/book return. The price is approximately \$6000.

(I) A motion to approve a book drop for \$6000 was made by Carole, seconded by Lois and unanimously approved.

- ◆ Outdoor Playground- Julie presented an outdoor playground for kids.

(I) The board feels at the moment it is not a good option. We would need to ensure the proper footing is there, correct base playground material (rubber) in case someone falls, Approval from village, and people may use after hours.

(II) Instead maybe a Gazebo, or trim the tree so sun shades can go back up.

- ◆ Benches- Someone approached us with another memorial bench. The board appreciates it but would like to know if they would be willing to donate the funds towards something else we may need. New Furniture, study cubbies, or charging stations.

VI) Committee Reports

VII) Finance/Personnel/Election: Janice, Anthony & Carole - nothing to report

VIII) Buildings & Grounds/Long range: Janice, Anthony, & Sarah - nothing to report

IX) Liaison to Friends & Community (PR): Vincent, Beth- nothing to report

X) No public input.

XI) Adjournment -

A motion to adjourn the meeting at 8:32 pm was made by Janice, seconded by Lois and unanimously approved.