



LIBRARY BOARD OF TRUSTEES MEETING | MINUTES

DATE: May 15, 2024 | CALL TO ORDER: 6:04 PM | ADJURNED: 7:30 PM

Rosalie Morillo PRESENT
 Brenda Delgadillo ABSENT
 Vickiana Ortega PRESENT
 Courtney Pepe PRESENT
 Jacqueline Littlejohn ABSENT

Barbara Sottilaro PRESENT
 Maria Diaz ABSENT
 Iris Alicea PRESENT
 Loris Welch PRESENT

AGENDA TOPICS

1. Approved the April minutes
2. Read and approved the April report and bill list

Total \$

Cleaning & Maintenance	71.13	Book & Publication	2587.84
Heating Oil	569.52	Electricity	1209.64
Office Supplies	25.62	Public Event	1325.78
Professional Association Dues	968.00	Consortium	12,065.76
Uniforms – Blue Collar	620.16	Telephone Charges	245.24

3. Committee meeting Reports

- ❖ Policy Committee – The committee met on 5/14 to review and update the Library Board of Trustee Bylaws. The Board President presented the updated Bylaws for the Library Board's review. It was suggested that the community committee be resolved now that the Library staff have ongoing programs and engagement with the community. The Board also discussed canceling July, or December, or both months for vacations and holiday seasons. Lastly, it was also discussed that board members cannot miss more than 2 meetings in a year. In case of an emergency, the library board members should contact the board president and/or vice president to inform of their emergency. Going forward, notices to the Mayor's office will be sent should a board member miss more than 2 unexcused meetings consecutively.
 - ❖ No other committees met last month
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4. Interim Report

- ❖ The Library Director presented to the Library Renovation Project to the City Council last Wednesday to approve an ordinance that would release Library's Capital Reserve for renovation expenses.
 - ❖ The Director and Board President started interviewing candidates for the Children's Librarian position. They hope to make a selection by the next meeting.
 - ❖ The Library Staff is almost done finalizing the Summer Program. They are preparing a flyer that should be finished by Friday.
 - ❖ A financial Literacy Program is taking place at the library in Saturday, May 18, 2024 in partnership with Chase Bank
 - ❖ The library is in the process of purchasing 11 new computers for public use. They are using state aid funds for the purchase of new computers.
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5. Friends of the Library

- ❖ The Friends of The library are finalizing their contract with Eyes on the Wild for a September program. More information will be shared at our next meeting.
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6. New Business

7. Old Business

- Logo: A new logo has been selected and will be ready for final approval at the next meeting.
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8. Public Comment

NAME

ADDRESS

No public comment

9. NEXT MEETING DATE CONFIRMED: June 19th at 5:30 PM