

EMMA S. CLARK MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING

July 20, 2022

7:30 p.m.

Vincent R. O'Leary Community Room

MINUTES

The minutes have been approved as corrected

**I. CALL TO ORDER**

A regular meeting of the Board of Trustees of the Emma S. Clark Memorial Library Association was called to order at 7:30 p.m. by Christopher Fletcher, President. The following trustees of the Board, consisting of a quorum, were also present: Carol Leister, Vice President; David Douglas, Treasurer; Suzanne Shane, Secretary; Linda Josephs; Orlando Maione; Anthony Parlatore; Deborah Blair. Also present was Ted Gutmann, Library Director; Robert Johnson, Acting Recording Secretary.

Absent with excuse: Angeline Yeo-Judex.

**II. PERIOD OF PUBLIC EXPRESSION**

- Introduction of Michael Sceiford of Edward Jones, financial advisor to the Library's Investment committee. Mr. Sceiford gave a brief presentation on his background and the current state of those Library endowment accounts that are held with Edward Jones. Mr. Parlatore requested more information about the specifics of the Library's investments. The board instructed the Library's financial advisor to identify the individual assets that the Library is invested in, in order that the trustees shall have the means to identify any securities that may not be in line with the values of the Library, such as those related to alcohol, firearms, and tobacco.

**III. MINUTES**

Mr. Maione made a motion to approve the minutes from the regular Board meeting on June 15, 2022, seconded by Ms. Blair and passed unanimously.

**IV. PRESIDENT'S REPORT**

Mr. Fletcher gave a brief report.

**V. TREASURER'S REPORT & APPROVAL OF WARRANTS**

Mr. Douglas reported that all of our bills are paid and everything is up to date.

Ms. Josephs made a motion to approve the warrant, seconded by Mr. Parlatore and passed unanimously.

**VI. DIRECTOR'S REPORT**

The attached Director's report was read and discussed.

## **VII. COMMITTEE REPORTS**

**Buildings and Grounds:** Mr. Maione reported that we are waiting for the certificate of occupancy from Brookhaven for the outside terrace, and are also expecting final numbers from the contractor for the future planned projects before proceeding with those.

**Personnel:** Ms. Shane reported that the committee met to discuss the proposed change to the employee manual regarding healthcare for retired employees. To be addressed under New Business.

**Investment:** Mr. Fletcher reported that the committee had not met since the last board of trustees meeting.

## **VIII. OLD BUSINESS**

### **IX. NEW BUSINESS**

- Donation from the family of Mary Moeller (Naming Rights Policy)  
The Board expressed their gratitude for the gift and the Building & Grounds Committee will explore options for how the money can be applied.
- Recommended update to Library's policy for eligibility for continued health insurance benefits in retirement  
Ms. Josephs made a motion to adopt the recommended update to Library's policy, seconded by Mr. Parlato and passed unanimously.

## **X. ADJOURNMENT**

Ms. Josephs made a motion to adjourn at 8:15 p.m., seconded by Ms. Shane, and passed unanimously.

Respectfully submitted,  
Suzanne Shane., Secretary

Recorded by: Robert Johnson