

EMMA S. CLARK MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING  
January 18, 2023  
7:30 p.m.  
Vincent R. O'Leary Community Room

MINUTES

**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 Carol Leister, Vice President. The following trustees of the Board, consisting of a quorum, were also present: David Douglas, Treasurer; Anthony Parlatore; Orlando Maione; Linda Josephs; Deborah Blair; Angeline Yeo-Judex .Absent with excuse: Christopher Fletcher, also absent Suzanne Shane.

Also present was Ted Gutmann, Library Director; Robert Johnson, Acting Recording Secretary.

The Pledge of Allegiance was recited.

**II. Period for Public Expression**

No one in attendance wished to speak.

**III. Approval of Minutes of previous meeting**

Mr. Parlatore made a motion to approve the minutes from the regular Board meeting held on November 17, 2022, seconded by Ms.Yeo-Judex and passed unanimously. (There was no December 2022 meeting).

**IV. President's Report**

No 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 Ms. Blair 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 now that the partition wall is installed, the HVAC system should be balanced to ensure that the air on each side of the partition is being efficiently treated.

**Personnel:**

No meeting, no report.

**Investment:**

No meeting, no report.

**VIII. OLD BUSINESS**

None.

**IX. NEW BUSINESS**

Appropriation from Capital Fund for upcoming construction payments

Mr. Maione made a motion to appropriate \$104,781 from Capital Fund to the Operating Fund for upcoming construction payments, seconded by Ms. Josephs, and passed unanimously.

Motion to enter executive session to discuss the employment history of a particular person

Ms. Blair made a motion to enter into executive session to discuss the employment history of a particular person at 7:40 p.m., seconded by Ms. Yeo-Judex and passed unanimously.

At 7:50 p.m., the board moved out of executive session back to open session.

**X. ADJOURNMENT**

Ms Josephs made a motion to adjourn at 7:50 p.m., seconded by Ms. Blair, and passed unanimously.

Respectfully submitted,  
Suzanne Shane., Secretary

Recorded by: Robert Johnson