

**EMMA S. CLARK MEMORIAL LIBRARY  
BOARD MEETING AGENDA  
November 19, 2025  
7:00 p.m.  
Vincent R. O’Leary Community Room**

**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 7:00 p.m. by Anthony Parlatore, Board President. The following trustees of the Board, consisting of a quorum, were also present: Carol Leister, Vice President; Suzanne Shane, Treasurer; Angeline Yeo-Judex, Secretary; Deborah Blair; Linda Josephs; Stephen Ingulli; Christopher Cash. Also present was Timothy Austin, a candidate for the Board of Trustees; Brian Debus, Interim Library Director; Robert Johnson, Acting Recording Secretary.

The Pledge of Allegiance was recited.

**II. Period for public expression**

No one from the public wished to speak

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

Ms. Leister made a motion to approve the minutes from the October 15, 2025 meeting, seconded by Ms. Blair, and passed unanimously

**IV. President’s Report**

Mr. Parlatore provided a brief report expressing his sincere gratitude to the board and staff for the success of the Staff Recognition Event held on November 14th. He conveyed overwhelming appreciation for the effort put into making the event memorable

**V. Treasurer’s Report & Approval of Warrants**

Ms. Shane reported that all of our bills have been paid and everything is up to date. Ms. Josephs made a motion to approve the treasurer’s report and warrants, post meeting, seconded by Ms. Shane, and passed unanimously

**VI. Director’s Report**

Interim Director, Brian Debus, gave a brief report

**VII. Committee reports:**

**Buildings and Grounds:** no meeting, no report

**Personnel:** no meeting, no report

**Investment:** No meeting, no report

**VIII. OLD BUSINESS**

- Honoring past board president, Dave Douglas  
On behalf of the board, Ms. Blair provided a brief speech expressing appreciation for Mr. Douglas’s eight years of service on the board, including his recent role as board president. She highlighted his dedication, passion, and outstanding contributions to the institution. Ms. Blair presented Mr. Douglas with a painting of the library

**IX. NEW BUSINESS**

- Proposed SCLS Budget for 2026  
Mr. Parlatore made a motion to approve the Proposed SCLS Budget for 2026 as presented, seconded by Ms. Blair and passed unanimously

- COLA Approval  
Ms. Josephs made a motion to approve the COLA rate at 3% for 2026, seconded by Mr. Ingulli and passed unanimously
- Appointment of New Trustee  
Mr. Parlatore made a motion to appoint Timothy Austin as the new trustee for the library board, seconded by Ms. Josephs, and passed unanimously

#### **X. EXECUTIVE SESSION**

At 7:12 p.m., Mr. Parlatore made a motion to enter executive session, seconded by Mr. Cash, and passed unanimously

At 7:29 p.m., Ms. Blair made a motion to exit executive session and return to open session, seconded by Mr. Cash, and passed unanimously

Ms. Blair made a motion to hire Ms. Theresa Liguori for the library director position, contingent upon the successful completion of a background check, seconded by Mr. Austin and passed unanimously. The start date for Ms. Liguori will be determined and subsequently announced

Mr. Parlatore expressed his gratitude to everyone for their time and effort dedicated to the search for the ideal candidate for the library director position

Ms. Josephs made a motion to establish a Full Time Library Assistant position to be filled at a later date, seconded by Ms. Yeo-Judex, and passed unanimously

#### **X. ADJOURNMENT**

Ms. Josephs made a motion to adjourn at 7:35 p.m., seconded by Ms. Leister, and passed unanimously

Respectfully submitted,  
Angeline Yeo-Judex, Secretary  
Recorded by: Robert Johnson