

**FINKELSTEIN MEMORIAL LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING/NOVEMBER 29,2023
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, November 29, 2023. The meeting was recorded in accordance with law.

Mr. Alexandre called the meeting to order at 6:33pm with the following members present:

Mr. Denet Alexandre, Presiding
Ms. Vivian Street, Vice President (zoom)
Mr. James Johnson
Ms. Darnett E. Davis

Administrative Personnel Present:

Ms. Laura Wolven, Library Director
Ms. Beth Zambito, Assistant Library Director (zoom)
Mr. Andrew Koblick, Business Manager
Ms. Leah Levine, Library Clerk

Others Present:

Maria Torres, Staff
Kathleen Preston, Staff
Judy Joseph, Staff (zoom)
Parveen Rahmet, Staff (zoom)
Laurie Needell, Staff (zoom)
Robert Rowe, Staff (zoom)
Abigail Toral, Staff (zoom)
Chris Coleman, Staff (zoom)
Elizabeth Portillo, Staff (zoom)
Dan Ameruoso, Staff (zoom)
Iphone (name not provided)

President's Report- Mr. Alexandre did not have anything to report at this time.

A motion was made by Ms. Street, seconded by Ms. Davis and carried to **approve the minutes of the Regular Meeting of October 25, 2023.**

A motion was made by Mr. Johnson, seconded by Ms. Davis and carried to **approve the bill list for November 2023.**

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the Financial Reports for October 2023.**

Library Statistical Report- The statistical report for October 2023 will be filed.

Library Director's Report- Report was presented.

Union Representative Report- Ms. Laurie Needell, Union Vice President discussed Library budgeting and programs.

Public Comment: None

Staff Comment: Maria Torres, Librarian II in Technical Services gave information regarding the Makerspace. Kathleen Preston, Head of Technical Services Department gave information regarding the function of the Department and offered a tour for Board Members to see how the Department is physically structured and operates.

Correspondence Received: Invite to Attorney, Brian Nugent Holiday Party.

Unfinished Business:

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the FML Trustee bylaws.**

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the June 30,2022 Audit Report.**

New Business:

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the appointment of Thomas Donohue, Courier, Circulation Department, effective November 27, 2023.**

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the resignation of Deloris Soto, Clerk-Typist, Circulation Department, effective at the close of business November 15, 2023.**

A motion was made by Mr. Johnson, seconded by Ms. Davis and carried to **approve the FT Clerk-Typist position, Circulation Department, replacement of recent resignation from Deloris Soto.**

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the FML Meeting Room Usage Agreement.**

RESOLUTION

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the migration to the new ILS (Intergrated Library Systems Participation). – see Resolution.**

A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to **move into executive session.**

The board moved into executive session for personnel, and financial matters at 7:36 p.m.

Personnel, and financial matters were discussed.

A motion was made by Mr. Johnson, seconded by Ms. Davis and carried to **move out of executive session.**

The board moved out of executive session at 8:22 p.m.

A motion was made by Mr. Johnson, seconded by Ms. Davis and **carried to adjourn.**

The meeting of the board of trustees was adjourned at 8:23 p.m.

THE REGULAR MEETING OF THE BOARD OF TRUSTEES WILL BE HELD AT 6:30 PM ON WEDNESDAY, DECEMBER 20, 2023.

Respectfully submitted.

Joan Soskin
Secretary
(Notes taken by Leiah Levine)

A handwritten signature in black ink, appearing to read 'Denet Alexandre', written over a horizontal line.

Denet Alexandre
President, Board of Trustees