

LaGrange Association Library
Board of Trustees Meeting
Thursday, January 13, 2022 @7:00pm
MINUTES

Attendees: Linda Gaines, Kevin Lerner, Dan Jacobs, Lucy Johnson, Suzanne Davis, Mimi Heslin, Keith LaRose, Anne Lescher, Kristen Savath, Mary De Bellis

Absent: None

Guests: Public: Carlos Acosta, MaryLou Hyland, Susan Birchman, Tim Durniak

Staff: Danielle Haight-Mueller, Lisa Sassi, Mary Wickham

Call to Order *7:02 PM*

The 4 members of the public above are prospective trustees observing the meeting. Introductions were made between them, the trustees, the staff, and the Director

Public Comment

None

Correspondence

None

Consent Agenda

Meeting Minutes for 12-9-2021

Director's Report (Mary)

Treasurer's Report (Mimi)

Approval: Moved: Suzanne; Second: Dan Jacobs; passed unanimously

Meet the Library Staff: the following staff made presentations on their roles/responsibilities in the Library and then left the meeting:

Danielle Haight-Mueller – Adult/Teen Services Coordinator

Lisa Sassi – Head of Circulation/Passport Facility Manager

Mary Wickham – Youth Services Coordinator

Board Development/Nominating (Suzanne)

Five people have expressed interest in becoming trustees; four are attending this meeting.

Building (Kristen)

As indicated in the Director's Report, landlord is awaiting the part to repair the heat in the Children's Room

Bylaws/Policy (Lucy) No update

Capital Campaign (Kevin)

Not met yet, but a busy year anticipated

Fundraising (Suzanne)

The committee will be meeting on 1/19 – former trustee Wendy Bohlinger volunteered to be a committee member

Finance (Mimi)

No update - committee meeting to be held on 1/20

Long Range Planning (Dan)

Committee met in December, brought up most common issues in past survey.

Friends (Anne)

\$308 made from the holiday basket raffle. Anne suggested local author Tony Musso for a Library program. Mary indicated that he had done several programs in the Library's former location. She will give his information to Danielle, the adult program coordinator.

Old Business

Donor Reception: It's currently planned for the afternoon of March 13th in the community room. 30-40 people have attended in the past; all hundred plus donors and local officials are invited. Don't want to send out invites too early because people forget. Don't know what the pandemic situation will look like. Should we be looking at April as an alternate? So hard to say. People come in and out. Need to discuss further. Volunteers needed for:

- Invitations

- Cups, Plates, etc. - Linda

- Decorations

- Flowers

- Food: cheese & crackers, finger food, etc. Could reach out to Adams for donations.

Everybody on the Board takes part in this effort. A wish list will be created and circulated to the Board after the Fundraising committee meets on 1/19. Will think about displaying the fundraising thermometer and plans for phase 2 renovations.

New Business

2022 Holiday Closings – Action Item – Lucy moved; Kristen seconded; motion passes

Personnel Appointment – Action Item – Susanne moved; Kevin seconded; motion passes

Library Hours of Operation - discussion about time changes for opening and closing. Mary will look at other neighboring libraries' hours and put a chart together for the February meeting.

Google Drive for Board - documents & calendar: we have a shared OneDrive site owned by a former trustee. Donor information, board information. Google has an advantage over OneDrive. Have a folder for each committee. Mary will talk to Danielle and they'll get back to us.

New Library Website – done in WordPress, very rough draft right now. Sherry and a staff

person will work on it for review by the Board at the February meeting. Keep it on the agenda for February, unless more time is needed. Kevin and Dan offered their assistance as they have some WordPress knowledge.

Personnel (Linda)

Executive Session – Director’s Performance Appraisal

Motion to go into Executive Session: Keith moved, Mimi seconded *8:17 pm*

Motion to end Executive Session: Suzanne moved; Dan seconded *8:47 pm*

Motion to Adjourn: Suzanne moved, Dan seconded; all approved *8:48 pm*

Next meeting: February 10th

1/26/2022 LLJ