

LaGrange Association Library  
Board of Trustees Meeting  
Thursday August 10, 2023 @7 PM

**MINUTES**

**Attendees:** Mary De Bellis, Anne Lescher, Dan Jacobs, Ann Commisso, Devon Bryan, Ginnie Genovese, Dr. Lucy Johnson, Keith LaRose, Melanie Wargo

**Absent:** Suzanne Davis

**Guests:** Susan Birchman

**Call to Order:** 7:02PM by VP Anne Lescher

**Public Comment:** The Board welcomed Ms. Birchman to the meeting. She is interested in a position as a Board Trustee. She spoke of her comfort and familiarity with the library. She has recently retired and would like to “give back” by joining the Board.

**Correspondence:** Mary shared with the Board a Thank You card from the Department of Parks and Recreation for the Library’s participation in Community Day.

**Consent Agenda**

- I. **Action Item:** Be it resolved that the Board approve and acknowledge the following items as the Consent Agenda:
  - Meeting Minutes for June 8, 2023 (no meeting in July)
  - Director’s Report
  - July Financial Reports with the following adjustment to the operating budget:
    - Addition of an income line in “other receipts” for Employee Retention Credit in the amount of \$3,000

Motion to Approve: Melanie Wargo

Second: Devon Bryan

Passed unanimously

**Capital Campaign/Fundraising (Melanie)**

A generous donor has given the library a cart filled with items valued at \$174 for the Fall Festival Raffle. Another patron also donated two gift cards from **The Three Arts Bookstore**. A Thank You letter will be sent to her and acknowledgment as an *In Kind Donor* at year’s end.

Raffle tickets to be possibly sold as: 1 for \$5 or 3 for \$10 plus a tote bag.

Melanie had the idea of a family photo shoot at the library with no sitting fee with the option to purchase the photographs which would also benefit the library. She hasn’t received a response

from the Photographer. Both Keith and Dan know photographers who might be interested in this Fundraising project. They will look further into this option and will communicate the outcome to Melanie.

### **Board Development/Nominating** (Anne)

Prospective Trustee Susan Birchman is present.

September will be Anne's last meeting of her second term as Board Trustee.

### **Building** (Keith)

The committee hasn't met recently. Keith will contact the architect, as bids will be going out this month.

### **Bylaws/Policy** (Lucy)

- **Action Item:** Be it resolved that the Board approve the revised *Borrowing Policy*.  
Motion to approve: Dan Jacobs  
Second: Devon Bryan  
Passed unanimously

- **Action item:** Be it resolved that the Board approve the revised *Challenged Resources Policy* (formerly called "Challenged Materials").  
Motion to approve: Keith LaRose  
Second: Ginnie Genovese  
Passed unanimously

- **Action Item:** Be it resolved that the Board approve the revised *Request for Reconsideration of Library Resources* form (formerly called the "Request for Reconsideration of Library Materials").  
Motion to approve: Melanie Wargo  
Second: Keith LaRose

Discussion: Dan asked for clarification on the distinction between Resources versus Materials. Mary explained the Resources include programs and Materials are just the physical items. It prepares the Library to handle potential challenges to any programs.

Passed unanimously

### **Finance** (Dan)

The Committee met on July 18th 2023. Dan read the report, which can be found in the August Board Committee Report.

The next meeting will be in September 2023.

### **Friends** (Anne)

The Friends continue to meet every Friday. Nancy resigned, but there are two new volunteers. As of July 31st, Friends has earned \$2516. There aren't a lot of books in reserve. Mary will solicit donations in the next Newsletter. DVDs are also accepted, children's DVDs are popular.

Regretfully, textbooks and encyclopedias are not accepted as there is limited space and little demand.

**Long Range Planning** (Keith)

Nothing to report until 2024.

**Personnel** (Devon)

- **Action Item:** Be it resolved that the Board approve the resignation of Youth Services Coordinator Mary Wickham, effective December 1, 2023.

Motion to approve: Accepted with regrets, Melanie Wargo

Second: Lucy Johnson

Discussion: If financially feasible, it would be helpful to have an overlap with the new Youth Services Coordinator prior to Mary's departure; two weeks would be optimal.

Passed unanimously

Mary De Bellis' mid-year review was completed.

**Old Business**

Dan asked about the library expanding the hours. Keith said that the results from the last community survey didn't reflect an overwhelming desire for more hours. Mary said we could look at the budget for opening earlier on Friday and staying open later on Saturday.

The Capital Campaign link on the website will be updated for Phase 2 renovations. Mary will meet with Sherry about how it will be presented—possibly pictures of the space and plans.

**New Business**

Mary reminded the Board that prior to meetings, agenda items can always be added to the Drive, by either contacting her or Suzanne.

**Adjournment: 7:39PM**

Motion to approve: Anne L.

Second: Ann C.

Passed unanimously

**Next meeting:** September 14, 2023

Respectfully submitted by Ann Commisso, Secretary