

LaGrange Association Library  
Board of Trustees Meeting  
Thursday November 14, 2024 @7 PM

**MINUTES DRAFT**

**Attendees:** Mary De Bellis, President Suzanne Davis, Susan Birchman, Devon Bryan, Julie Colacchio, Ann Commisso, Ginnie Genovese, Dan Jacobs, Jack Jones, Maher Pathan, Melanie Wargo

**Call to Order:** 6:58 pm by Suzanne Davis

**Public Comment:** None

**Correspondence:** None

**Consent Agenda**

- **Action Item:** Be it resolved that the Board acknowledge and approve the following items as the Consent Agenda:
  - Meeting Minutes for October 10, 2024
  - Director's Report
  - October Financial Reports with the following operating budget adjustments:
    - Increase CAM charges by \$8886.81
    - Decrease electric by \$8886.81
    - Increase travel by \$200
    - Decrease staff education by \$200
    - Increase easy picture books by \$300
    - Decrease juvenile nonfiction books by \$300
    - Increase juvenile fiction books by \$260.40
    - Decrease young adult fiction books by \$260.40

Motion to approve: Susan Birchman. Second: Devon Bryan. Motion passed unanimously

**Capital Campaign/Fundraising** (Melanie)

We have raised over \$15,000. 131 Thank You letters were sent out.

**Board Development/Nominating** (Ginnie)

Nothing to report

**Building** (Jack)

- **Action item:** Be it resolved that the Board approve the revised Facility Plan.

Motion to approve: Maher Pathan

Second: Melanie Wargo

Passed unanimously.

### **Bylaws/Policy (Devon)**

- **Action item:** Be it resolved that the Board approve the new Library of Things Policy.

Motion to approve: Ginnie Genovese

Second: Julie Colacchio

Passed unanimously

### **Finance (Dan)**

The committee did not meet this month. Nothing to report.

### **Long Range Planning (Ann)**

Three years ago a survey went out to the community that led to the current long range plan.

We need to have a meeting early next year to plan for the next three years.

### **Personnel (Devon)**

- **Action Item:** Be it resolved that the Board accept the resignation of Samantha Moffett, part-time Youth Programmer, effective October 18, 2024.
- **Action Item:** Be it resolved that the Board accept the resignation of Kyoko Namba, part-time Clerk/Passport Agent, effective October 30, 2024.

Motion to approve: Ann Commisso

Second: Dan Jacobs

Passed unanimously

### **Old Business (Suzanne)**

- **Action item:** Be it resolved that the Board approve the proposal from Butler Rowland Mays Architects to draw up the plans for the final phase of renovations.

Motion to approve: Maher Pathan

Second: Devon Bryan

Passed unanimously

- 2025 414 budget vote

The 414 budget vote decision will be postponed until the December meeting.

Mary and Suzanne will be meeting with Alan Bell on November 19 at 3pm to discuss what a 414 vote means for the Library and the Town. Trustees are invited to join this meeting.

### **New Business**

- **Action Item:** Be it resolved that the Board approve the following nine holiday closures for 2025:

New Year's Day – Wednesday 1/1

Memorial Day - Monday 5/26

Independence Day – Friday 7/4

Labor Day – Monday 9/1

Thanksgiving Eve – Wednesday 11/26

Thanksgiving Day – Thursday 11/27  
Christmas Eve – Wednesday 12/24  
Christmas Day – Thursday 12/25  
New Year's Eve - Wednesday 12/31

Motion to approve: Devon Bryan  
Second: Maher Pathan  
Motion passed unanimously

**Adjournment:** 8:10 pm by Suzanne Davis  
Motion to approve: Jack Jones  
Second: Susan Birchman  
Motion passed unanimously

Respectfully submitted by  
Ann Commisso, Secretary

**Next meeting:** December 12, 2024  
Annual Meeting – election of 2025 Board Officers