

LaGrange Association Library
Board of Trustees Meeting
Thursday March 13, 2025 @7 PM

MINUTES

Attendees: Mary De Bellis, President Suzanne Davis, Susan Birchman, Devon Bryan, Julie Colachio, Ann Commisso, Melanie Wargo

Absent: Ginnie Genovese, Dan Jacobs, Jack Jones, Maher Pathan

Call to Order: 6:59 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 February 13, 2025
 - Director's Report
 - February Financial Reports

Motion to approve: Melanie Wargo

Second: Susan Birchman

Passed unanimously

Capital Campaign/Fundraising (Melanie)

Susan spoke with Johnathan Handman, director of Stringendo and a Spring 2026 fundraiser for the Library is the goal.

No updates for the Guest Lecturer series at this time. We are still planning for a Fall 2025 presentation.

National Library Week appeal letters will be sent out to donors at the end of the month .

Board Development/Nominating (Ginnie - absent)

No report

Building (Jack)

The Architect has the preliminary plans for the phase 3 reno and needs to schedule a virtual meeting. She will send her available times to Mary.

Mary is researching Senator Gillibrand's Rural Economic Development Grant which will match 35% for 2026 capital project funding.

Bylaws/Policy (Devon)

- **Action Item** – Be it resolved that the Board approve the new Opioid Overdose Prevention Program Policy.

Move to approve: Suzanne Davis. Second: Julie Colacchio. Passed unanimously

- **Action Item** – Be it resolved that the Board approve the revised Collection Development Policy.

Motion to approve: Ann Commisso. Second: Melanie Wargo. Passed unanimously

- **Action Item** – Be it resolved that the Board approve the revised Travel, Continuing Education, and Staff Development Policy.

Motion to approve: Suzanne Davis

Second: Devon Bryan

Discussion: There will be no forced rooming together.

Motion passed unanimously

- **Action Item** – Be it resolved that the Board approve the revised Employee Policy Manual to include staff time tracking.

Motion to approve: Susan Birchman. Second: Suzanne Davis.

Discussion: Regarding the “Resignations” section, library property liability to be added to the employee Keys/Equipment Acknowledgment form. If necessary, the amount of damage incurred will be deducted from the employee’s final paycheck, not to fall below minimum wage.

Passed unanimously

- **Action Item** – Be it resolved that the Board approve the re-adoption of the ALA Freedom to Read Statement.

Motion to approve: Julie Colacchio. Second: Suzanne Davis. Passed unanimously

- **Action Item** - Be it resolved that the Board approve the re-adoption of the ALA Freedom to View Statement.

Motion to approve: Melanie Wargo. Second: Devon Bryan. Passed unanimously

- **Action Item** – Be it resolved that the Board approve the review of the Copier/Copyright Policy.

Motion to approve: Susan Birchman. Second: Ann Commisso. Passed unanimously

- **Action Item** – Be it resolved that the board approve the review of the Confidentiality Policy

Motion to approve: Suzanne Davis. Second: Susan Birchman. Passed unanimously

- **Action Item** - Be it resolved that the Board approve the review of the Weeding Policy.

Motion to approve: Melanie Wargo. Second: Devon Bryan. Passed unanimously

Finance (Dan)

The Committee did not meet this month.

Long Range Planning (Ann)

The Community Survey responses are low. We’ll keep the survey open until April 15th 2025 and Mary will include it in the April newsletter.

Personnel (Devon)

Nothing to report

Old Business

None

New Business

- Be it resolved that the Board approve the 2024 Annual Report to the Community.

Motion to approve: Melanie Wargo

Second: Devon

Passed unanimously

Adjournment: 7:30PM by Suzanne Davis

Motion to approve: Julie Colacchio

Second: Devon Bryan

Respectfully submitted by

Ann Commisso, Secretary

Next meeting: April 10, 2025