

LaGrange Association Library
Board of Trustees Meeting
Thursday May 8, 2025 @7 PM

Minutes Draft

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

Absent: Susan Birchman, Maher Pathan

Call to Order: 7:03 PM by President 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 April 10, 2025
 - Director's Report
 - April Financial Reports

Motion to Approve: Ginnie Genovese

Second: Devon Bryan

Passed unanimously

Capital Campaign/Fundraising (Melanie)

We had an amazing return on the bulk mailing during National Library Week. It brought awareness to the Library and we received 59 separate gifts, including 4 new donors.

Melanie attended two guest lecturer presentations at the Library that were not well attended.

We need to explore how we can have a more worthwhile fundraising event.

Susan spoke with Johnathan Handman and a spring fundraiser for the Library is the goal.

Saint Kateri might be a venue we can use. Susan will confirm the cost if we are all on board for this in Spring 2026.

Community Day is June 14th. We will be creating a Raffle Basket. Melanie will send out a sign-up request for each Trustee to volunteer 2 hours between 12 noon to 5 PM.

Board Development/Nominating (Ginnie)

Prospective Trustee April Dawn Shinske returned her application and references. Her references will be reviewed by the Committee for a possible appointment vote next month.

Building (Jack)

Trustees took a tour of the space that will be renovated using a copy of the architect's conceptual floor plan. We should have the bids sometime in June. Mary will be applying for the state construction aid which is usually due mid-August to MHLS.

- **Action Item:** Be it resolved that the Board approve the architect's plans for phase 3 renovations.

Motion to approve: Ginnie Genovese

Second: Julie Colacchio

Passed unanimously

- **Action Item:** Be it resolved that the Board approve the architect moving forward with the bidding process for phase 3 renovations.

Motion to approve: Devon Bryan

Second: Suzanne Davis

Passed unanimously

Bylaws/Policy (Devon)

The Committee met and reviewed 13 employee policies. There was a positive change to staff paid time off. We need to make the Library benefits package more palatable to attract and retain quality staff.

Finance (Dan)

The committee met this week. The CAM charges have increased by 6% annually since we moved to this location. It would be helpful if Mr Rieger can give us prior notice to any capital improvements for future budget planning services. Mr. Rieger says he's getting some quotes for the parking lot project. We need to see the receipts for the CAM charges to clarify exactly what the Library is paying for.

The committee is researching the feasibility of a retirement plan for the library staff, such as a 403b.

Long Range Planning (Ann)

The Committee met on April 28. We reviewed the results of the survey. Overall the patrons are satisfied with the Library. We need to let our patrons know that we heard and acknowledge them as a result of the survey. Mary will be presenting educational pieces in the monthly newsletter. An example is "Why there's a wait list for ebooks on Libby."

Our next meeting will be in October where we'll update our next Long Range Plan for 2026 to 2028.

Personnel (Devon)

Nothing to report

Old Business

Nothing to report

New Business

- June Board meeting: MHLS Trustees Barry Ramage and Mark Williams will be guests.
- **Action Item:** Be it resolved that the Board go into Executive Session regarding a personnel matter.

Motion to approve: Melanie Wargo

Second: Devon Bryan

Passed @7:49PM

Motion to adjourn Executive Session: Julie Colacchio

Second: Dan Jacobs

Passed @ 8:06pm

Adjournment of Board meeting:

Motion to approve: Melanie Wargo

Second: Julie Colacchio

Passed @ 8:06pm

Respectfully submitted by

Ann Commisso, Secretary.

Next meeting: June 12, 2025