

## **Trustee Meeting April 20, 2022**

### **Minutes**

#### **1. Call to Order:**

Trustee Chair Gregory Guimond called the meeting to order at 6:01 p.m. In attendance, Gregory Guimond (Chair), Michelle Noonan (Vice-Chair), Wally Coyle, Dylan White, Gregory Caille, Robert Marzelli and Cyndee Marcoux (Library Director). Not in attendance Dana Forsythe.

#### **2. Approval of Minutes of February 23, 2022 Meeting:**

Mr. Coyle pointed out that he was not in attendance and therefore did not second the motion to adjourn. The library director will correct the minutes and bring them back for approval at the May meeting.

#### **3. Director's Report:**

Mr. Guimond suggested that the Library Director invite the Facilities Director to the next Board of Library Trustee meeting.

#### **4. Announcements and Correspondence:**

The new trustee Robert Marzelli was introduced to the Board.

#### **5. Discuss Meeting Time Change:**

The Board discussed changing the time of meetings from 6 p.m. to 4 p.m. or 7 p.m. The majority of the Board agreed that 4 p.m. would be a good time to meet. They will reevaluate after a few months to determine that the time change is working for everyone.

#### **6. Discuss purchase of van for Pop-Up Library:**

Mr. Caille made a motion to authorize the library director to investigate the purchase of a van for the Pop-Up library. Mr. Coyle seconded the motion; a roll call vote was taken all were in favor.

#### **7. Updated Exhibit Policy:**

Mr. Caille motioned to accept the updated Exhibit Policy. Ms. Noonan seconded the motion; a roll call vote was taken all were in favor.

**8. Fire, Safety and Evacuation Plan:**

Mr. Marzelli motioned to accept the Fire, Safety and Evacuation Plan. Ms. Noonan seconded the motion; a roll call vote was taken all were in favor.

**9. FY2022 Budget Update:**

No questions.

**10. FY2022 Budget Update:**

Annual Town Meeting will be held on April 25, 2022. The library's FY2023 is recommended by the Town Administrator and the Advisory Board. It allows the library to meet the MBLC's Municipal Appropriation Requirement and is expected to pass.

**11. Set date for next May 11, 2022 at 4 p.m.**

**12. Adjourn:**

Mr. Caille made a motion to adjourn at 6:46 p.m. Ms. White seconded; a roll call vote was taken all were in favor.