



273 Beaver Dam Road
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Meeting of the Board of Trustees – November 19, 2024 **Approved**

Present: M. Reitzel, K. Kirk-Murphy, B. LaValle, J. Subhash, K. Dallin, A. Zutter

Absent: S. Anderson, A. Budris

M. Reitzel called the meeting to order at 7:03 PM.

Adoption of the Agenda

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the proposed agenda dated Tuesday, November 19, 2024. (Reitzel, Kirk-Murphy, Unanimous)

Approval of the Minutes

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the minutes of the October 15, 2024 meeting. (Reitzel, Dallin, Unanimous)

Period for Public Expression: None

Correspondence: None

Reports:

President: None

Treasurer:

- Postponed the motion for the Treasurer's Report for the month of October 2024.
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of receipts and disbursements for the month of October 2024. (Reitzel, Subhash, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the report of warrants for the month of October 2024. (Reitzel, Subhash, Unanimous)

Entered Executive Session at 7:08 PM

- M. Reitzel made a motion to exit the executive session at 7:18 PM. (Dallin, Unanimous)

Director:

- The Director's Report was distributed and reviewed.
- Resolved that the Board of Trustees of the Brookhaven Free Library accepts the Director's Report for the month of November 2024. (Reitzel, Kirk-Murphy, Unanimous)



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- Resolved that the Board of Trustees of the Brookhaven Free Library approves the date for the Library Budget Vote to Tuesday, April 8, 2025. (Reitzel, LaValle, Unanimous)
 - Resolved that the Board of Trustees of the Brookhaven Free Library approves the revised job title for Rita Banellis to Head of Programming and Outreach. (Reitzel, Kirk-Murphy, Unanimous)
 - Resolved that the Board of Trustees of the Brookhaven Free Library approves the job posting and revised job title for the Library Operations Manager with noted changes. (Reitzel, Subhash, Unanimous)

Committee Reports:

Building and Grounds: None

Finance: None

Public Relations: None

Nominating: None

Technology: None

Administrative/Policy: None

New Business

- Resolved that the Board of Trustees of the Brookhaven Free Library approves the SCLS FY 2025 Operating Budget. (Reitzel, LaValle, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the SCLS FY 2025 Live-brary.com Download Budget. (Reitzel, Dallin, Unanimous)
- Resolved that the Board of Trustees of the Brookhaven Free Library approves the SCLS Board nomination of Lisa Olson to represent the Town of Brookhaven. (Reitzel, Kirk-Murphy, Unanimous)

Old Business

- A. Zutter will follow up with J. Papandrea and Nelson & Pope in regards to closing out the Site Improvement Project.

Adjournment

- Resolved that the Board of Trustees of the Brookhaven Free Library approves to adjourn the meeting at 7:51 PM. (Reitzel, Dallin, Unanimous)

Respectfully submitted:

Brittany LaValle, Secretary