

Millbrook Library Board of Trustees
Minutes of meeting January 18 2022, 7 pm (via Zoom)

Present: Jodi Fernandes- President, Mark Vila-Treasurer, Kari Capowski-Secretary. Trustees: Elizabeth Vila, Kay Bishop, Sarah Gonzalez, Father Matthew Calkins-Vice President , Michael Sloan, Megan Brandow-Fuller and Library Director Courtney Tsahalis

Absent: Kim Moffit

1. The meeting was called to order with a quorum present and recording started at 7:09.
2. Jodi made a motion to approve the November 16th and December 21st meeting minutes. Mark seconded and all approved.
3. To accommodate a trustee leaving early we made a slight change in the agenda to discuss and vote on two items.
 - Courtney discussed the employee retirement plan and wants to add it to the employee handbook. handbook. Jodi made amotion to do so. Michael seconded and all approved.
 - Mark asked if there were any questions about any of the bills. He then made a motion to accept the 12/20 and 1/6 bills. Matt seconded and all approved. Mark also wrapped up his financial report and stated he will have a full report at our next meeting which will also be our annual meeting.
4. There were no public or employee visitors.
5. Presidents Report

Jodi had some very nice comments about Nicki, who left the board to return to Australia. She thanked her for two years of service to our library. Jodi stated she will be updating committees next month.

6. Directors Report

In addition to her (attached) report, Courtney also said that the Friends are going to be allotting \$300 per month for adult programing. She says Kristen is very excited! Jodi took this opportunity to thank Courtney for her flexibility and hard work over the past few months.

7. Committee Reports

- (a) ***Building and Grounds***- Nothing to report
- (b) ***Development/Fundraising/Friends*** No report
- (c) ***Long-Range Planning*** Nothing to report
- (d) ***Nominating*** Nothing to report
- (e) ***Personnel*** Nothing to report
- (f) ***Policy*** Nothing to report

8. There was no new business.

9. There was no unfinished business.

10. There being no further business, the meeting was adjourned at 7:36 p.m. with Jodi making the motion, Mark seconded and all were in agreement.

Respectfully submitted,
Kari Capowski
Board Secretary

Next Meeting: Tuesday February 15, 2022 at 7 pm via Zoom