

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
October 10, 2023
MINUTES

Conducted by Remote Participation

Call to Order

Chair Stephen Quinlan called the meeting to order at 7:16 p.m. Also in attendance were trustees Heather Calvin, Adam Delmolino, Jonathan Gates, Rebecca Gruber, Amy Hampe, and Rebecca Steinitz. Library Director Anna Litten, was also in attendance. Mr. Quinlan shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

There were no comments from members of the community.

Approval of September 12 Meeting Minutes (vote)

Mr. Delmolino moved to approve the September 12 Meeting Minutes as amended. Ms. Calvin seconded the motion. Under Guidance from the Attorney General's office, the Board held a roll call vote. Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Steinitz voted aye. Ms. Gruber abstained. The Board approved the September 12 Meeting Minutes.

Trustee Calendar (vote)

The Board discussed the Trustee Calendar and determined that no formal Board approval of the calendar was necessary. No vote was held.

Approval of FY24 Trustee and Administration Goals (vote)

Ms. Litten presented the FY24 Trustee and Administration Goals. The Board discussed changes to the proposed goals to streamline the document. Ms. Litten will incorporate the changes and present the goals at a subsequent meeting.

Political Activity by Public Employees & Ballot Questions

Ms. Litten presented a memorandum prepared by Town Counsel regarding political activity by library staff and volunteers. The Board discussed the limits and restrictions set forth by the town counsel memorandum.

Fox Branch Library Facility Needs Committee Update

Mr. Delmolino provided an update on the Facility Needs Committee. The committee has selected a consultant and the terms of engaging the consultant are being finalized. Mr. Delmolino noted the dedication of the committee members, including Library Foundation and Fox and Robbin Shop members.

Director's Report

Ms. Litten presented the Director's Report and highlighted several items. The Board discussed the Director's Report.

Foundation Liaison Update

Ms. Hampe discussed the recent Foundation meeting and the Foundation's preparations for upcoming campaigns.

Friends Liaison Updates

Ms. Litten shared the details from the Friends of Robbins meeting. Mr. Quinlan did not have any update for the Friends of Fox.

Communications and Announcements

Ms. Litten discussed the departure of Town Counsel Doug Heim and communicating with Deputy Town Counsel Mike Cunningham regarding the Winfield Robbins Art Prints Deaccession project.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: November 14, 2023

Adjournment (vote)

Mr. Delmolino motioned to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Gruber voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Steinitz voted aye. The meeting adjourned at 8:45 p.m.

Materials Distributed:

- September 12 Meeting Minutes
- October 10 Meeting Agenda
- Calendar for Board of Trustees

- FY24 Trustee and Admin Goals
- Memo Re: Political Activity by Public Employees and Ballot Questions
- Trustee Directory
- September Library Director's Report