



Board of Trustees

July 22, 2026

Present: Cathy Rappazzo, President; Kathleen Plum, Vice President; Mary Yates, Secretary; Wendy Heffer; Katie Mulla; Theresa May; Christine Hunt; Sue Melia; Jennifer Erler-Perry, Library Director; Mike Boedicker, Assistant Library Director; and Andrew Loughlin, Town Councilman

Absent: Alex Collins

1. **Call to Order/Pledge of Allegiance/President's Comments:** Trustee Rappazzo, President called the meeting to order at 6:22 PM with the Pledge of Allegiance.
2. **Guest/Public Comments:** No guests/public in attendance
3. **Town Councilman's Comments:** Councilman Loughlin shared information on businesses and projects in the Town.
4. **Action Items:**
 - a. **Agenda Changes:** A motion to approve the agenda was made by Trustee Plum, seconded by Trustee Yates and carried unanimously.
 - b. **Motion to Approve Minutes:** A motion to approve the June 24, 2026 meeting minutes was made by Trustee May, seconded by Trustee Yates and carried unanimously.
 - c. **Motion to Approve the Personnel Report:** A motion to approve the June 2026 Personnel Report was made by Trustee Mulla seconded by Trustee Plum and carried unanimously.
5. **Financial Review:**
 - a. Motion to approve the Year-to-Date Report (June) was made by Trustee Heffer, seconded by Trustee May and carried unanimously.
 - b. Motion to approve Bills to Be Paid: A motion to approve the July 2026 Claims #248 – 287, Accounts Payable Claims #27547-27548, 27569-27573, Funds Transfer of HRA Retiree Medicare Premium, Funds Transfer of Payroll 14 for a total of \$123,721.84 was made by Trustee Yates, seconded by Trustee Plum and carried unanimously.
 - c. Signatory for the August meeting will be Trustee Yates. Signatory for the September meeting will be Trustee Plum.
6. **Reports:**
 - a. **Director's Report (highlights):**
 - a. Advocacy and Funding: Refer to the Director's Report included in the packet for highlights
 - b. Community Impact Community: Refer to the Director's Report included in the packet for highlight.

- c. Programs and Events: The committee hasn't met recently. They will meet in September.
- d. Marketing: Refer to the Director's Report included in the packet for highlights
- e. Technology: Refer to the Director's Report included in the packet for highlights
- b. **Director's Statistical Report**: Library visits and WiFi usage are up. Circulation is down slightly.
- c. **Private Money Monthly Report**: No report.
- d. **Circulation Report**: No highlight reported.
- e. **Staff Highlights**: The staff highlights are included in the packet. Please review at your convenience.

7. **Items for Board Discussion:**

a. **Board Committees**

- a. Friends Report: Had volunteer meeting recently; adopted code of conduct and made plans for 2027
- b. Facilities/Operations report: HVAC unit for Assini meeting room was replaced.
- c. Finance report: No report
- d. Nominating report: No report
- e. Personnel report: No report
- f. Policies report: No report

8. **Other Business**: None

Having no further business to discuss, a motion to adjourn the meeting was made by Trustee May, seconded by Trustee Yates; motion carried unanimously. Meeting adjourned at 7:06 PM.

Respectfully submitted,

Brenda Bialaszewski
Recording Secretary