Huntsville Public Library

Library Board Meeting Minutes

September 10, 2024 | 1:00 PM | Library – Friends Multipurpose Room + Zoom Hybrid

Mission Statement
To provide accessible services, programs, collections, and spaces designed to inspire and enrich the community.

Present (including hybrid): Ray Love, Christine Passarello, Robert Greene, Anastasia Lainas, Tyler Ellis, Beth Ward, David Tremblay (CEO/Chief Librarian/Secretary)

Regrets: James Bowler, Bill Coon, Monty Clouthier (Council Representative)

1. Call to Order: 1:01 p.m.

2. Land Acknowledgement: Read by Board Chair

3. Approval of Agenda **|** September 10th, 2024 Motion: Beth Ward Seconded: Robert Greene Carried

4. Declaration of Any Conflicts of Interest: None

5. Approval of Minutes from Board Meeting June 11th, 2024, Motion: Ray Love Seconded: Robert Greene Carried

6. Business Arising from Minutes: None

7. Committee Reports & Business Arising from Committee Reports
   a) Council Representative Report - None
   b) Chair Report—The board discussed meeting times to accommodate members' schedules. The Board will now meet at 9 a.m. on the first Friday of each month.
   c) CEO Report/Friends Report—The CEO spoke to the presentation given to the Town Council regarding the library building and its future needs. The PSA position is vacant, and hiring is occurring.
   d) Monthly Finance Report—The CEO stated that the finances are sound. Expenses are in order, and SWB will have savings as there is a leave this year and a recent position vacancy in the library.
   e) Youth Services Librarian Report – No questions from the board

f) Community Engagement Coordinator Report—The board discussed a suggestion for a mobile payment system for selling merchandise at outreach events. The CEO will contact the finance department.

g) HR Committee Report – Will report back In-Camera

Motion to Approve Committee Reports: Christine Passarello Seconded: Tyler Ellis Carried

8. New Business
   a) Security Cameras Report for Information in Public Meeting – Tyler Ellis moved to accept the report and move forward with system replacement. Seconded by Christine Passarello Carried
   b) Annual Report – Motion to approve Annual Report Tyler Ellis Second by Beth Ward Carried
   c) 2023 Financial Audit Draft – Tyler Ellis moved to accept the 2023 Financial Audit prepared by Pahpill and Associates Professional Corporation. Seconded by Christine Passarello Carried

Anastasia Lainas left the meeting at 2:05 p.m.

9. In-Camera – Library Act:
   - Section 16.1(4) (b) Personal matter about an identifiable individual
     - Motion to Move In-Camera at 2:06 p.m.: Ray Love Seconded: Christine Passarello

     - Motion to exit In-Camera 2:13 p.m.: Robert Greene Seconded: Anastasia Lainas

10. Business arising from In-Camera: None

11. Roundtable – The Chair appreciates the board and the skills they bring.

12. Date of Next Meeting – Friday, October 4th at 9 a.m.

13. Adjournment. Motion: Beth Ward at 2:25 p.m.