

FLORIDA PUBLIC LIBRARY
Monthly Meeting Minutes – September 13, 2021

I. Call to Order at 6:29 p.m.

Board Members Present: N. Scott, D. Arcieri, R. Kamrowski, S. Kosior, T. Carey

Board Members Excused: L. Fernandez

Board Members Absent:

Also Present: Director Sgombick

Diane Arcieri volunteered to serve as Secretary in Laura Fernandez's absence.

II. Minutes

Motion by C. Tyler seconded by R. Kamrowski to approve the minutes of the August 2, 2021 meeting as printed.

VOTE: YES 5 NO 0

III. Announcements and Comments from the Public - None

IV. Treasurer's Report

Motion by S. Kosior seconded by D. Arcieri to accept the financial report for August as printed.

VOTE: YES 5 NO 0

V. Warrant Schedule for September

Motion by N. Scott seconded by R. Kamrowski to approve the Warrant Schedule for September as printed.

VOTE: YES 5 NO 0

VI. Director's Report

Motion by T. Carey seconded by S. Kosior to accept the Director's Report as printed.

VOTE: YES 5 NO 0

- VII. Communications** – Trustee Kevin Lundell – Resignation Letter
Barbara Conneally – Resignation Letter
Linda Wertheim – Email regarding her mother
RCLS – Presentation and approval of 2022 Budget
Orange County Dept. of Human Resources – Library
Manager Exam

Motion by T. Carey seconded by R. Kamrowski to accept the resignation of Kevin Lundell effective as of 8/20/21.

VOTE: YES: 5 NO: 0

VIII. Committee Reports

- A. Finance** – Trustee Fernandez - None
- B. Personnel** – Trustee Kamrowski - None
- C. Nominating** – Trustee Kosior - None
- D. House** – Trustee Carey appointed to the position of Chair replacing Trustee Lundell who resigned as of 8/2021.

IX. Unfinished Business

- A. NYLA Conference Attendees** – The following employees would like to attend the NYLA Conference:
 - 1. Meg Sgombick – attend virtually in October
 - 2. Ashley Baroch - attend virtually in October
 - 3. Maria Martinez – attend virtually in October
 - 4. Barron Angell – attend in-person in November

Motion by D. Arcieri second by S. Kosior to allow the above mentioned to attend the NYLA conference either virtually or in-person. The registration fee of \$616 will be charged to Staff Training (6600).

VOTE: YES: 5 NO: 0

- B. Meeting with Architects** – Director Sgombick and Trustee Scott met with two Architectural firms to gather information and discuss future building opportunities. The firms will provide Proposals, Steps in the process and Costs. A third firm will be contacted.

X. New Business

A. Grants/Aid

Motion by T. Carey seconded by R. Kamrowski to accept \$1,283 from RCLS for 90% of the 2021-2022 Local Library Services Aid (LLSA) and to credit this amount to the Grants/Aid line (4080) of the budget.

VOTE: YES 5 NO 0

B. Donations

\$400 – Bridgewood Fieldwater Foundation

\$500 – Clara Furst

Motion by S. Kosior seconded by D. Arcieri to accept \$900 in donations, thank the donors and credit this amount to the Donations line (4050) of the budget.

VOTE: YES 5 NO 0

C. Personnel

Motion by R. Kamrowski seconded by N. Scott to appoint Shannon Dowd to the PT position of Page at the wage of \$12.50/hour effective 8/24/21.

VOTE: YES 5 NO 0

Motion by N. Scott second by D. Arcieri to approve the permanent appointment of Margaret Sgombick to the position of Library Manager at the current salary effective 9/7/21.

VOTE: YES 5 NO 0

Motion by T. Carey seconded by D. Arcieri to accept the resignation of Library Clerk Sub Barbara Conneally, effective 9/4/2021.

VOTE: YES 5 NO 0

D. Airborne Infectious Disease Exposure Prevention Plan

Motion by S. Kosior second by T. Carey to adopt the Airborne Infectious Disease Exposure Prevention Plan as printed, effective 9/13/21.

VOTE: YES 5 NO 0

E. Disaster Plan

Motion by T. Carey second by N. Scott to adopt the Disaster Plan as corrected, effective 9/13/21.

Corrected page 4 – Mental Health telephone number changed to 291-2600.

VOTE: YES 5 NO 0

F. Conduct of Patrons on Library Premises

Motion by T. Carey second by R. Kamrowski to adopt the Conduct of Patrons on Library Premises as printed, effective 9/13/21.

VOTE: YES 5 NO 0

G. Safety and Security Plan: Policies and Procedures

Motion by N. Scott second by D. Arcieri to adopt the Safety and Security Plan: Policies and Procedures as printed, effective 9/13/21.

VOTE: YES 5 NO 0

H. RCLS Virtual Annual Meeting – attendees were Meg Sgombick, Nancy Scott, Diane Arcieri and Ron Kamrowski. Budget for 2022 was presented (see motion below).

I. RCLS 2022 Fiscal Year Budget

Motion by S. Kosior seconded by R. Kamrowski to accept the RCLS Budget for Fiscal Year 2022 as presented.

VOTE: YES 5 NO 0

J. Items for future agendas

1. Trustee Vacancy
2. Annual Audit

XI. Adjournment

Motion by R. Kamrowski seconded by S. Kosior to adjourn at 7:44 p.m.

VOTE: YES 5 NO 0

Next Meeting: Regular Monthly Meeting, Monday, October 4, 6:30 p.m.