

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**
Held as a Zoom Conference Call

**APPROVED MINUTES
November 16, 2020**

PRESENT

Linda Rapkin
Ruth Scott
Andrea Koch
Harriet Seigel
Joan Swanekamp

Jason DiPonzio
Hinda Miller
Jennifer Ries-Taggart

Ms. Rapkin, President of the Board, called the meeting to order.

I. MATTERS OF THE PRESIDENT

Ms. Rapkin requested that Mrs. Scott and Ms. Seigel discuss the Board positions for 2021 and report back to her.

Having no further Matters of the President, Ms. Rapkin moved to the Approval of Minutes.

II. APPROVAL OF MINUTES

The Minutes of October 19, 2020, were distributed for review and approval. Mrs. Scott **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Minutes of October 19, 2020. **THE MOTION WAS CARRIED UNANIMOUSLY.**

III. ACTION ITEMS

The Recommendation to Revise Authorized 2020 BML Table of Organization was submitted for approval. Ms. Seigel **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Recommendation to Revise Authorized 2020 BML Table of Organization. **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Recommendation to Approve Adoption of 2021 BML Board Meeting Schedule was submitted for approval. Mrs. Scott **MOVED** and Ms. Seigel **SECONDED THE MOTION** to approve the Recommendation to Approve Adoption of 2021 BML Board Meeting Schedule. **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Recommendation to Approve Adoption of 2021 BML Closing Schedule was submitted for approval. Ms. Koch MOVED and Mrs. Scott SECONDED THE MOTION to approve the Recommendation to Approve Adoption of 2021 BML Closing Schedule. THE MOTION WAS CARRIED UNANIMOUSLY.

There being no further Action Items, Ms. Rapkin moved to the Approval of Bills.

IV. APPROVAL OF BILLS

The List of Bills for November 2020 was submitted for approval in the amount of \$58,955.70. The List of Gift Fund Bills for November 2020 was submitted for approval in the amount of \$2,659.27. Ms. Swanekamp MOVED and Ms. Seigel SECONDED THE MOTION to approve the List of Bills and Gift Fund Bills for November 2020. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

Ms. Rapkin thanked everyone for connecting via Zoom for today's meeting and offered her wishes for a healthy and safe Thanksgiving.

There being no further business, Ms. Rapkin adjourned the meeting.

Respectfully submitted,
Kathy Whitbeck

DATES TO REMEMBER:

December Board Meeting

December 21, 2020, at 4:30 PM via Zoom