

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
February 20, 2023**

PRESENT

Harriet Seigel
Joan Swanekamp
Michael Burger
Surendar Jeyadev
Kristen Totleben

Jason DiPonzio
Cindy Stuart
Jennifer Ries-Taggart

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

I. MATTERS OF THE PRESIDENT

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

II. APPROVAL OF MINUTES

The Minutes of January 16, 2023, were distributed for review and approval. Mr. Burger **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Minutes of January 16, 2023. **THE MOTION WAS CARRIED UNANIMOUSLY.**

III. ACTION ITEMS

The Recommendation to Revise BML Personnel Policy/Hours of Duty and Leave was submitted for approval. Mr. Burger **MOVED** and Ms. Totleben **SECONDED THE MOTION** to approve the Recommendation to Revise BML Personnel Policy/Hours of Duty and Leave. **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Recommendation to Approve Tuition Reimbursement for Staff Member was submitted for approval. Mr. Jeyadev **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Recommendation to Approve Tuition Reimbursement for Staff Member. **THE MOTION WAS CARRIED UNANIMOUSLY.**

There being no additional Action Items, Ms. Seigel moved to the Approval of Bills.

IV. APPROVAL OF BILLS

The List of Bills for February 2023 was submitted for approval in the amount of \$30,567.86. Ms. Totleben MOVED and Ms. Swanekamp SECONDED THE MOTION to approve the List of Bills for February 2023. THE MOTION WAS CARRIED UNANIMOUSLY.

The List of Gift Fund Bills for February 2023 was submitted for approval in the amount of \$27,554.02. Mr. Burger MOVED and Mr. Jeyadev SECONDED THE MOTION to approve the List of Gift Fund Bills for February 2023. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

There being no further business, Ms. Swanekamp MOVED and Ms. Totleben SECONDED THE MOTION to adjourn the meeting. Ms. Seigel adjourned the meeting.

Respectfully submitted,
Kathy Whitbeck

DATES TO REMEMBER:

March Board Meeting

March 20, 2023, at 4:30 PM
Learning Center