



ORANGEBURG LIBRARY - BOARD OF TRUSTEES MEETING
Monday, December 20, 2021

1. **Quorum.** A quorum was declared present based on the presence of the following Trustees: John Koziol, President; Stephanie Tassello, Treasurer; Michael Tuttle, Secretary; Syed Rizvi, Trustee; Grant Zacharias, Trustee; Rodney Picott, Trustee. Trustees not present: Sr. Virginia Chiambalero, Vice President; Billie Davis, Trustee. Also present was Michele Galle-Looram, Director. The Meeting was open to the members of the public. Meeting commenced at approximately 6:50 PM.

2. **Motions.**
 - a. Approved.
 - i. Ratify Checks. Motion to ratify previously issued checks; motion by MT; seconded by GZ; no abstentions and unanimously carried by the quorum of Trustees.
 - ii. Employee Personnel Handbook. Motion to approve the Employee Personnel Handbook as provided by the employment law attorneys; motion by GZ; seconded by MT; no abstentions and unanimously carried by the quorum of Trustees.
 - iii. Berard & Associates. Motion to approve the 2022 quote for the annual accounting audit; motion by MT; seconded by GZ; no abstentions and unanimously carried by the quorum of Trustees.
 - iv. Town of Orangetown 2022 Contract. Motion to accept the 2022 Town of Orangetown funding contract; motion by GZ; seconded by ST; no abstentions and unanimously carried by the quorum of Trustees.
 - v. Non-Management Employee Salary Increases for 2022. Motion to authorize the Library Director's recommendations for non-management employee salary increases for 2022; motion by MT; seconded by SR; no abstentions and unanimously carried by the quorum of Trustees.
 - vi. Management Employee Salary Increases for 2022. Motion to authorize the Library Director's recommendations for management employee salary increases for 2022; motion by MT; seconded by ST; question on the motion by RP; no abstentions; denied by RP; and carried by the quorum of Trustees.

3. **Discussion.** Topics discussed:
 - a. Holiday Dinner. Public comment regarding how enjoy the
 - b. Employee Personnel Handbook. Reviewed by GZ, BD, RP prior to the Board Meeting; voted via email without an in-person Policy Committee meeting; BD and GZ voted in favor.¹
 - c. Berard & Assoc. Discussion of the increased cost for the annual accounting audit for 2022; requested that MGL renegotiate the increased cost.
 - d. Town of Orangetown 2022 Contract. Discussion of the 2022 funding contract with the Town of Orangetown.

¹ § 3(b) amended, Jan. 24, 2021.



4. **Executive Session.** Commenced an Executive Session to discuss employee salary increases for 2022.

Minutes prepared by:

A handwritten signature in black ink, appearing to read "M. Tuttle", is written over a horizontal line.

Michael E. Tuttle, Esq., Secretary
January 27, 2022