



**ORANGEBURG LIBRARY - BOARD OF TRUSTEES MEETING**  
**Monday, February 28, 2022**

1. **Quorum.** A quorum was declared present based on the presence of the following Trustees: Syed Rizvi, Trustee; Grant Zacharias, President; Stephanie Tassello, Treasurer; Rodney Picott, Trustee; Patricia Lifrieri, Trustee; Maureen Hayes, Trustee. Trustees not present: Sr. Virginia Chiambalero, Vice President; Michael Tuttle, Secretary; Billie Davis, Trustee. Also present was Michele Galle-Looram, Director. The Meeting was open to the members of the public. Meeting commenced at approximately 6:33 PM.
  
2. **Motions.**
  - a. Approved.
    - i. Prior Trustee Meeting Minutes. No motion made. Per GZ, amendments to December and January will be reviewed at the next meeting along with the February minutes.
    - ii. Ratify Checks. Motion to ratify previously issued checks; motion by RP; seconded by SR; no abstentions and unanimously carried by the quorum of Trustees.
    - iii. Transfer of Funds: Motion to authorize the transfer of \$500k out of Chase Operating account into Chase Money Market account. Motion by ST; seconded by RP. SR abstained. Motion carried by the other Trustees.
    - iv. Adjourn. Motion to adjourn at 7:40PM by RP, seconded by PL; no abstentions and unanimously carried by the quorum of Trustees.
  
3. **Discussion.** Topics discussed:
  - a. January Minutes. Discussion on amending the January 2022 Minutes section 3 (a) from “January” to “December”.
  - b. 2021 Annual Report: A physical copy of the Annual Report (emailed to BOD on 2/17/22) was presented for discussion/questions. RP asked to see it. No further discussion.
  - c. ANSER Agreement: There will be no ANSER agreement, instead RCLS is offering an ILS Agreement and an IT Agreement starting January 1, 2023.
  - d. Transferring Funds. Discussion of amount to move from Operating to Money Market. \$500k to be moved, consisting of savings from years ending 2020 and 2021 as well as a portion of the 2022 operating funds.
  - e. Committees. Nothing to report. 2022 committees will be formed at March meeting. If you will not be present, please email GZ and MGL if you would like to serve.
  - f. Reviewing Materials. Per GZ, please review materials prior to meeting. Any topics/questions for discussion should then be presented at the meeting.
  - g. Order of Agenda: GZ requested that Unfinished Business be moved above New Business.

**Minutes prepared by:**  
**Michele Galle-Looram, Director**  
**March 1, 2022**