

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
November 20, 2023**

PRESENT

Harriet Seigel
Joan Swanekamp
Kristen Totleben
Cindy Stuart
Jennifer Ries-Taggart

NOT PRESENT

Michael Burger
Surendar Jeyadev
Jason DiPonzio

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

I. MATTERS OF THE PRESIDENT

Ms. Seigel reported that the Nominating Committee spoke with the Trustees whose terms end this December, and both Trustees agreed to serve if reappointed. Joan Swanekamp would be serving her second five-year term. Michael Burger, who has filled out the remainder of Andrea Koch's term, would be serving his first five-year term.

A Recommendation was made to Reappoint Joan Swanekamp to a second five-year term and to Appoint Michael Burger to his first five-year term. Ms. Totleben **MOVED** and Ms. Seigel **SECONDED THE MOTION** to approve the Recommendation to Reappoint Joan Swanekamp to a second five-year term and to Appoint Michael Burger to his first five-year term. **THE MOTION WAS CARRIED UNANIMOUSLY.**

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

II. APPROVAL OF MINUTES

The Minutes of October 16, 2023, were distributed for review and approval. Ms. Totleben **MOVED** and Ms. Seigel **SECONDED THE MOTION** to approve the Minutes of October 16, 2023. **THE MOTION WAS CARRIED UNANIMOUSLY.**

III. ACTION ITEMS

The Recommendation to Approve Adoption of 2024 BML Board Meeting Schedule was submitted for approval. Ms. Swanekamp **MOVED** and Ms. Totleben **SECONDED THE MOTION** to approve the Recommendation to Approve Adoption of 2024 BML Board Meeting Schedule. **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Recommendation to Approve Adoption of 2024 BML Closing Schedule was submitted for approval. Ms. Swanekamp MOVED and Ms. Totleben SECONDED THE MOTION to approve the Recommendation to Approve Adoption of 2024 BML Closing Schedule. THE MOTION WAS CARRIED UNANIMOUSLY.

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

IV. APPROVAL OF BILLS

The List of Bills for November 2023 was submitted for approval in the amount of \$58,112.07. Ms. Swanekamp MOVED and Ms. Totleben SECONDED THE MOTION to approve the List of Bills for November 2023. THE MOTION WAS CARRIED UNANIMOUSLY.

The List of Gift Fund Bills for November 2023 was submitted for approval in the amount of \$2,457.80. Ms. Totleben MOVED and Ms. Swanekamp SECONDED THE MOTION to approve the List of Gift Fund Bills for November 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:

December Board Meeting

December 18, 2023, at 4:30 PM
Learning Center