

John Jermain Memorial Library  
Board of Trustees meeting  
September 22, 2021

Attending: Gloria Primm Brown, Michael Garabedian, Ann Sutphen, Susan Edwards, Bill McCoy,  
Bob Weinstein, Nick Knab, Catherine Creedon

Absent: Patty McCormick

1. Call to order 6:00 PM
2. August minutes – see attached  
Motion to approve the August 2021 minutes by Bob Weinstein, seconded by Susan Edwards - unanimous approval
3. August Treasurer Report – see attached  
Motion to approve Treasurers report for August 2021 by Susan Edwards, seconded by Bill McCoy - unanimous approval
4. Friends Report – Gloria Primm Brown
  - a. The cookbook - Sag Harbor Cooks- is available for a donation of \$20
  - b. Will be sold in front of Schiavoni's weekends September 25 through November 27
  - c. Will be sold in JJML courtyard September 26
  - d. Email reveration to [friends@johnjermain.org](mailto:friends@johnjermain.org)
5. Director's Report – see attached
6. Statistics – see attached
  - a. Youth Services reported includes all participation even if NYS does not caunt the same way
7. Correspondence – none
8. Committee Reports
  - a. Building and Grounds: McCoy – no meeting
  - b. Finance, Budget, Legal, and Contracts: Sutphen– no meeting
  - c. Outreach and Publicity: McCormick– no meeting
  - d. Personnel: Garabedian– no meeting
  - e. Policy and Long Range Planning: Edwards
    - i. Met and working on Diversity, equity and Inclusion policy, will bring to full board soon
  - f. Park Board: Knab
    - i. Nick Knab is resigning from the board, so we need a new representative
    - ii. Park Board meet 2<sup>nd</sup> Wednesday of the month at 7PM in person
  - g. Director Search Committee – Primm Brown
    - i. Requested a vote for a budget of \$10,000 for the search
      1. The money will be used to for recruiting out of town candidates, and dinners for the final candidates
    - ii. Motion by Ann Sutphen, seconded by Bill McCoy - unanimous approval
9. Old Business
  - a. Catherine Creedon recommends that JJML observe Juneteenth as a paid holiday for full-term staff and to close the library in observance

- i. Motion to approve, seconded by Bill McCoy – unanimous approval

#### 10. New Business

##### a. Personnel

- i. Jamie Mott, who in July became full time to cover the maternity leave of the children librarian, resigned.
  - 1. Jamie will remain a long term substitute, and continue running some programs including the Parenting Book club
- ii. 2 part time staff have been hired to cover Sundays
  - 1. Jill Salazo and Mira Doherty Johnson
- iii. September 21 was the deadline for the job search for a Emerging Technology Librarian
  - 1. There are 5 viable candidates, but none have the experience Creedon hoped to see
- iv. In the future we need to be flexible on how we hire and mentor staff without Library science degrees
  - 1. Possibly create an intermediary level of Library Assistant

#### 11. Public Expression

- a. Nada Barry thanked Creedon for her questions during the candidate forum
- b. Nada Barry would like to continue having JJML Trustee Board meetings on Zoom
  - i. Creedon noted that it is up to the Governor, but Libraries at the forefront in requesting an update to the Open Meeting laws.

#### 12. Executive Session to discuss the medical, financial, credit or employment history of a particular person as well as the proposed acquisition, sale or lease of real property

- a. Ann Sutphen motion to move to executive session, seconded by Michael Garabedian, motion passed with unanimous approval
- b. Executive session began at 6:42 PM

#### 13. Return from executive session at 7:43 PM motion by Bill McCoy, seconded by Nick Knab – motion passed with unanimous approval

- a. Creedon noted that 4 staff members who took on extra duty during the summer will each receive a small raise
- b. Sutphen made a motion to create and AD HOC Exploratory Committee, seconded by Michael Garabedian, motion passed with unanimous approval
  - i. The members of the Committee will be Bill McCoy, Michael Garabedian, Bob Weinstein, and Catherine Creedon

#### 14. Motion to adjourn meeting made by Nick Knab and seconded by Bob Weinstein - motion passed with unanimous approval at 7:53 PM