

OFFICIAL

**LIMA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**

**February 7, 2024**

Unapproved

**PRESENT:**     **Trustees:** President/Chairperson Debra Lund, Shirley Caccamise, John Grasso, Leta Button, Teri Kruk  
                  **Town Board:** Ron Blodgett  
                  **Other:** None

**MINUTES**

Meeting was called to order at 6:30 p.m. by Chairperson Debra Lund.

**OLD BUSINESS**

**MEETING DATES FOR FUTURE BOARD MEETINGS.** The Board discussed changing the date of the regular bi-monthly Board meeting from the **third** Wednesday of the scheduled month (March, May, July, September, November, December) to the **second** Wednesday of the above-mentioned months. Leta Button moved to change the meeting date to the second Wednesday of the scheduled months of March, May, July, September, November, and December. Shirley Caccamise seconded the motion. In Favor: ALL Opposed: None.

**DISCUSSION OF LIBRARY MANAGER DUTIES AND NEW HIRE PROCEDURES.**

Leta Button made a motion to go into Executive Session to discuss current Library manager's duties and operational responsibilities. John Grasso seconded the motion. In Favor: ALL Opposed: None.

Motion made by Teri Kruk to end executive session with no action taken. Seconded by Leta Button. In Favor: ALL Opposed: None.

The Board discussed how long the Library Manager posting should remain open. No final decision was reached but will be revisited at the March meeting.

Board Trustees will begin preparing questions in anticipation of the hiring interview process and will submit them to the Chairperson prior to the March meeting scheduled for March 13, 2024.

Leta Button made a motion requesting that Chairperson Lund contact library candidate Elizabeth Bergmann to acknowledge receipt of her application and to request an interview with her on March 26, 2024. Motion seconded by Shirley Caccamise. In Favor: ALL Opposed: NONE.

Motion to close meeting made by Shirley Caccamise. Second by John Grasso. In Favor: ALL  
Opposed: NONE.

**Next Meeting Scheduled for Tuesday March 13, 2024 at 6:30 p.m.**

Respectfully submitted by Teri L. Kruk, Secretary