I. 6:01 Meeting called to order by Mulvaney
   A. Peter Sacks, Diane Mulvaney, Kathryn Kapell, Tom Byrne, Ellen Nasto, Brenna Leveille

II. Approval of December Minutes
   A. Sacks motioned to approve, Mulvaney seconds. All approved.

III. Friends Group Report
   A. No Report

IV. Treasurer’s Report
   A. All reserves and accounts are in good standing.
      B. Byrne motioned to approve, Leveille seconds. All approved.

V. Public Comment
   A. No comment.

VI. Correspondence
   A. No correspondence

VII. Personnel Report
   A. Alexia Elizabeth left in January
      B. Christina North joined staff as a part time circulation assistant
      C. Michael Nelson is shifting into the position of Teen Services Specialist

VIII. Director’s Report
   A. 

IX. Committee Reports
   A. Budget and Finance
      1. Budget committee previewed the budget and had no issues. Budget has been shared with the board for review in advance of a vote in March.

   B. Building and Grounds
      1. Still waiting for quotes.

   C. Long Range Planning
      1. Smith-Ewing and Byrne reviewed the survey and made edits. Discussed edits at the meeting and will revisit and revamp.

   D. Policy and Publicity
E. Personnel

X. New Business
   A. Timekeeping Software
      1. ADP clock in strategy. Nasto will decide which method to use.

XI. Old Business
   A. Mulvaney has the board email information.
   B. Update on the “Makerspace” Grant
      1. “Maker Space” room will be used as a teen space in the afternoons with a smart board. Nasto reviewed this with Mr. Ribadeau

XII. Kapell motioned to close the meeting. Byrne seconds. All approved.