

**Saugus Public Library  
Board of Trustees**

Debra Dion Faust – Chair  
Laura Flynn- Vice-Chair  
Naomi Handler - Trustee  
Roseanne Luongo- Secretary  
Gail Murray – Trustee  
Michael Sullivan- Trustee

**Posting Date:** February 5, 2019  
**Meeting Date:** February 7, 2019  
**Time:** 6:30 PM  
**Place:** Saugus Public Library  
**Posted By:** Debra Dion Faust, Chair

Meeting Agenda:

1. Call to order
2. Roll Call
3. Approve Minutes of January 3 meeting
4. Public Comments
5. Monthly financial statement
6. Communications/correspondence
7. Library Director's report
8. New Friends of the Saugus Library comments
9. Chair report
10. Old business
  - a. Chair Debra Dion Faust- final report on closure of rules and regulations changes
  - b. Trustee Sullivan- update on strategic planning process
11. New business
  - a. Director Thibeault- approval of Emergency Plan for library
  - b. Approval of preliminary budget, which was submitted on January 25, 2019
  - c. Director Thibeault- vote to authorize delayed openings 2/6 and 2/12 for staff training
12. Public Comments
13. Adjournment

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**Posting Date:** February 5, 2019  
**Meeting Date:** February 7, 2019  
**Time:** 7 PM  
**Place:** Saugus Public Library  
**Posted By:** Debra Dion Faust, Chair

Meeting Agenda:

1. Call to order. Meeting called to order at 7PM by Chair Faust.
2. Roll Call. All members present expect Gail Murray and Laura Flynn.
3. Approve Minutes of January 3 meeting. Motion to approved January 2019 with the correction of Director Thibeault's name made by Roseann Luongo, seconded by Naomi Handler.
4. Public Comments. None
5. Monthly financial statement
  - a. Old Cultural Council account line is dead and will no longer be reported.
6. Communications/correspondence. None.
7. Library Director's report. See report.
8. New Friends of the Saugus Library comments. None.
9. Chair report
10. Old business
  - a. Chair Debra Dion Faust- final report on closure of rules and regulations changes
    - i. Approved by the BOS, voted 5 to 0.
  - b. Trustee Sullivan- update on strategic planning process
11. New business

- a. Director Thibeault- approval of Emergency Plan for library. Motion to approve to Employee Emergency Procedural Guidelines made by Naomi Handler and seconded by Michael Sullivan. Motion passed unanimously.
  - b. Approval of preliminary budget, which was submitted on January 25, 2019. Motion to approve to the preliminary budget dated January 25, 2019 made by Michael Sullivan and seconded by Naomi Handler. Motion passed unanimously.
  - c. Director Thibeault- vote to authorize delayed openings 2/6 and 2/12 for staff training. Motion to approve to the delayed openings 2/6 and 2/12 for staff training made by Michael Sullivan and seconded by Naomi Handler. Motion passed unanimously.
  - d. New policy for unattended children/adult in need policy.
12. Public Comments
13. Adjournment. Motion to end the meeting made by Naomi Handler, motion seconded by Michael Sullivan at 7:40PM. Motion passed unanimously.