

**EAST LYME PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
March 02, 2026, at 7:00 p.m.**

**Members Present:**

P. Arnold, D. Deeble, K. Fargo, L. Fitzgerald, C. Hayes, D. Jacobs, E. Karanth, C. Larson, J. Makiaris, M. Moher, L. Timothy, M. Zamarka and S. Lubner joined the meeting at 7:20 p.m.

**Call to order:** Dave Jacobs called the meeting to order at 7:04 p.m.

**Delegation from the public:** None

**Secretary's Minutes:**

Christie Hayes made a motion to accept previous meeting minutes. Mark Zamarka seconded. Motion passed.

Dave Jacobs suggested that during policy review, any amendments should be briefly specified for clear record keeping.

**Treasurer's Report:** John Makiaris said the finance is up to date. Budget hearings are happening. The library has not experienced any budget reductions. Discussion of allies on the Board of Finance who support library initiatives.

**Director's Report:** Lisa reported the following:

- Summer programming planning is underway.
- A petting zoo and expanded children's programming are being planned.
- Baby story time attendance remains highly popular.
- "The Librarians" an independent film expected to air on PBS/ CPTV. A possible screening may take place during the Connecticut Library Association Conference in Groton at the end of April.

**President's Update:** No Update

**Committee Report:**

- Administrative policy: No Report
- Personnel: No Report
- Public Relation: No Report
- Nomination: No Report
- Budget: Lisa reported, adjustments for 3-5 hourly employees due to the minimum wage increase (effective January 1). The town department is limited to 5% budget increase. The presentation to the Board of Selectmen was successful. A suggestion was made to explore purchasing staff computers through Board of Education contracts. Custodial weekend coverage is fully covered under another department's budget.

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EAST LYME TOWN CLERK

- Publication Committee: No Report
- Strategic Planning Committee: No Report
- Social Justice Committee: No Report

**Old Business:**

a) Ongoing Policy Review:

**Policy 1: East Lyme Public Library Policy for Lost and Damaged Items:**

The Board discussed the proposed changes and correction. Katie Fargo suggested revising the language to clarify, that the replacement items must be purchased by the library not supplied by patrons. She also recommended that it be stated that replacement fees may not always result in one-to-one replacement of the original items. Policy to be revised and review in the next meeting.

**Policy 2: East Lyme Public Library Community Information Posting and Distribution**

**Policy:**

A new policy was drafted for bulletin board posting. Lisa briefly explained the board, the procedure, limitations and prevent inappropriate posting.

Mark Zamarka made a motion to adapt East Lyme Public Library Community Information and Posting and Distribution Policy. Christie Hayes seconded. Motion passed.

**Policy 3: East Lyme Public Library Sexual Abuse & Misconduct Prevention & Reporting**

**Policy:**

The Board discussed the proposed changes and correction and made minor language adjustments. All board members signed the acknowledgment page for records.

Mark Zamarka made a motion to approve East Lyme Public Library Sexual Abuse & Misconduct Prevention & Reporting Policy as amended. Katie Fargo seconded. Motion passed.

b) Donation of 10,000/ received to the library: Lisa updated the board members that the funds have been invested in a short-term CD. The donor intends to establish a memorial program in honor of his wife. The funds will remain with the library and not transferred to the Foundation.

**New Business:**

a) Date for Abe's new tree reception: Lisa updated that Abe's memorial tree has been planted. A plaque is needed for installation. The reception is planned and the date will be announced once finalized.

b) Potential medical leave for Director later this Spring: Lisa announced recurrence of her medical condition and will undergo certain procedures. She anticipates a medical leave for

approximately 5 months, but she plans to assist remotely whenever her health permits. The board will act, as Lisa will provide a clear timeline. Board expressed her full support.

c) ICE Procedure Discussion: Lisa stated that, for the safety of the staff, she has drafted the ICE procedure and will train the staff accordingly. The draft will be presented to the board at the next meeting.

Adjournment: Dave Jacobs made a motion to adjourn the meeting at 8:07 p.m. Christie seconded. The meeting was adjourned.

Date of next meeting: Monday, May 4<sup>th</sup>, 2026, 7:00 p.m.

Respectfully Submitted  
Ekata Karanth  
Secretary