

Spotswood Public Library
Board of Trustees Meeting

Thursday, January 16, 2020

Next Meeting: February 20, 2020

REORGANIZATION MEETING

PRESENT: Anne Wallace, C. L. Quillen, Director, Marylin Israel, Emma Jane Decker, Carol Farley, and Annamaria Faga. **Absent:** Diane Barlow, Mary Leaver **Guests:** Terry Pepka

Anne Wallace called the meeting to order at 7:34.m. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum was present.

Anne Wallace reappointed to the board.

Anne Wallace appointed temporary chair.

The following officers were nominated for the board:

President: Anne Wallace

Secretary: Diane Barlow

Treasurer: Carol Farley

Resolution 2020-01 to elect the above slate was made by Anna Faga and seconded by Emma Jane Decker. All in favor and resolution passed.

Marylin Israel made a motion to approve Resolutions 2020-02 through 2020-08 and Anna Faga seconded it.

2020-01 Electing Officers

2020-02 Designating Official Depositories

2020-03 Authorizing Signatories

2020-04 Bill Payment Procedure

2020-05 Appointing a Library Auditor: Gerard Stankiewicz

2020-06 Establishing Official Newsletters

2020-07 Resolution for State Contracts

2020-08 Appointing a Library Purchasing Agent: C. L. Quillen

All were in favor and all resolutions passed.

Anna Faga made a motion to adjourn at 7:41 pm and Carol Farley seconded.

REGULAR MEETING

PRESENT: Anne Wallace, C. L. Quillen, Director, Marylin Israel, Emma Jane Decker, Carol Farley, and Annamaria Faga. **Absent:** Diane Barlow, Mary Leaver **Guests:** Terry Pepka

Anne Wallace called the meeting to order at 7:42 PM p.m. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum was present.

ADDITION TO AGENDA: None

COMMUNICATIONS: None

COMMITTEE REPORTS: Councilman Larry Kraemer- Discussion of borough issues. Larry is now President of the Council and still liaison for the library.

Friends of the Library: Terry Pepka

- Membership drive continues
- Kevin Woyce to present program on the flag in June
- Pass for the Grounds for Sculpture expires in May and cannot be renewed, as they have ended the program
- Play in June: Camelot.

DIRECTOR'S REPORT AND STATISTICS: Issue with "emotional support" dog in library. C. L. working on annual report for state library. Lawyer has retired. C. L. looking into other options. Issues with restroom and toilet overflowing. Meeting room tables were ordered. Leak in the library -- only half the roof has been sealed so far. Staff meeting held in January. Public and staff computers need to be replaced. C. L. attended LMxAC digital content committee meeting -- Hoopla vs. Overdrive discussed.

MINUTES: Anne Wallace made a motion to accept the December 19, 2019; Marylin Israel seconded. The vote was unanimously in favor.

FINANCIAL REPORT: After review of the remaining 2019 bills, Anne Wallace made a resolution #2020-09 to pay \$5,768.21 for the 2019 bills. Emma Jane Decker seconded. The vote was unanimously in favor. After review of the January 2020 bills, Anna Faga made a resolution #2020-10 to pay 5,893.53 for the January bills. Marylin Israel seconded. The vote was unanimously in favor. The SMM for December 2019 was \$786.28 with a year to date total in 2019 of \$8,240.36. 2019 Budget was \$280,379.68; \$6,767.77 left, but we still have to pay auditor. Received check from the Borough for \$37,783. Received first check from PJM Energy for upgrading lights in building. Not a lot -- \$20.11, but electric went down from \$5,518.10 in 2018 to \$4,530.81 in 2019.

PERSONNEL: N/A

OLD BUSINESS: Discussed new computers and fine free.

NEW BUSINESS:

- ALA Mid-Winter -- C. L. to attend. Discussed using Legends in Milltown to cater upcoming staff and volunteer appreciation dinner. Malcom Jennings or the Attorney General for NJ are possible speakers for the LMx Leadership breakfast. C. L. started a cookbook club at the Library (soup was the theme for January, February theme is chocolate.

IMPORTANT DATES: Next board meeting February 20. LMx Leadership Breakfast date still on hold.

PUBLIC COMMENTS: N/A

EXECUTIVE SESSION: N/A

ADDITIONAL COMMENTS:

Anne Wallace made a motion to end the regular session at 9:41 p.m.; Marilyn Israel seconded. The vote was unanimous.