

Spotswood Public Library
Board of Trustees Meeting

Thursday, July 20, 2023

Next Meeting: Thursday, August 17, 2023

PRESENT: Karin Finnegan, Director, Michele Petosa, Recording Secretary, Carol Farley, Anne Wallace, Diane Barlow, Mary Leaver Sue Zohovetz, and Christine Francisco. Absent: None. Guest: None

The meeting was called to order by Diane Barlow at 7:01 p.m. Ms. Barlow announced that the Open Public Meeting Act had been complied with and a quorum was present. Ms. Leaver took over at 7:05 p.m.

COMMITTEE REPORTS: Councilwoman Schwartz: Reimbursement of tax funds discussed. Audit information for 2021 communicated.

Friends of the Library: Various programming scheduled for July and August including Hen Party on August 1 and Scoop to My Lou on August 22, 2023. *You're a Good Man Charlie Brown* was a success. There will be two bins for the kickoff athletic shoe collection and school supply collection.

DIRECTOR'S REPORT AND STATISTICS: Director Finnegan discussed the Circulation Policy. Anne Wallace made a resolution **2023-08** to adopt the following language update "\$10 or more for fines, fees and lost material". Christine Francisco seconded. The vote passed unanimously. Lt. Shapley presented Active Shooter training to staff. First amendment audits were also discussed. The Aries Building representative came to the library to discuss the modular addition. Permits, water/sewer and electric need to be investigated. Summer programs well attended. The summer reading program has a total of 130 sign ups. Registration for most pending programs full.

MINUTES: Carol Farley made a motion to accept the minutes of the June 15, 2023, meeting; Diane Barlow seconded. The minutes were unanimously accepted.

FINANCIAL REPORT: The June 2023 bills were reviewed. Diane Barlow a made a motion for resolution **#2023-09** to pay \$10,827.74 for the June bills. Anne Wallace seconded. The vote was unanimous to accept. SMM was \$279.28 for June and \$1,230.52 year to date.

PERSONNEL: None

OLD BUSINESS: None

NEW BUSINESS: Change needed for Insurance Policy. The board wants an Insurance certificate ensuring library coverage with the addition of specific language for yoga class coverage.

IMPORTANT DATES:

- Next Board meetings August 17, and September 21, 2023.

PUBLIC COMMENTS: None

EXECUTIVE SESSION: None

Diane Barlow made a motion to end the regular session at 7:50 p.m. Sue Zohovetz seconded. The vote was unanimous.

Respectfully submitted,

Michele Petosa
Recording Secretary