

Spotswood Public Library
Board of Trustees Meeting

Monday, February 24, 2025

Next Meeting: Monday, March 24, 2025

PRESENT: Kara Gilbert, Director, Anne Wallace, Michele Petosa, Recording Secretary, Linda Chay, Diane Barlow, Mary Leaver, Christine Francisco Carol Farley, and Sue Zohovetz. Absent: Guest Councilwoman: Dawn Schwartz.

The meeting was called to order by Mary Leaver at 7:02 p.m. Ms. Leaver announced that the Open Public Meeting Act had been complied with and a quorum was present.

Swearing in of officers: Mary Leaver, Linda Chay, Carol Farley, Christine Francisco, and Sue Zohovetz.

COMMITTEE REPORTS: Councilwoman Schwartz – Ms. Schwartz will check with borough on pending quarterly request and information needed for state aid form.

Friends of the Library: Anne Wallace reported Otilia's Café Dine to Donate contribution was \$50 plus \$40 for cookies sold. Friend's membership application forms distributed. Makers' Day March 22, 2025.

DIRECTOR'S REPORT AND STATISTICS: Kara Gilbert is still waiting for borough information that is needed for the annual State Aid package and 2022 audit. Teen Advisory Board has begun. Pipe issues ongoing in restroom. Pending programs: Pysanky egg decorating demo April 1, Rutgers Master Gardeners, paper quilling for teens and sidewalk astronomy. Possibilities include Celtic Harpist and Tea demonstration. Additional quotes needed for tech support. Weeding continues as new material takes time to be delivered. Hours to be covered by existing staff due to a resignation.

MINUTES: Anne Wallace made a motion to accept the revised January minutes. Mary Leaver seconded. The vote was accepted unanimously.

FINANCIAL REPORT: Carol Farley reviewed the February 2025 bills. Diane Barlow made a motion to pay \$4,749.07 for the February bills. Anne Wallace seconded. The vote was accepted unanimously. SMM was \$380.36 for the month of January and year-to-date was \$543.62.

IMPORTANT DATES: Next Board meetings March 24 and April 28, 2025.

OLD BUSINESS: New caps and fence signage installed.

NEW BUSINESS:

- Diane Barlow made a motion for resolution #2025-06 to accept the Douglass S. Zucker as the library attorney. Christine Francisco seconded. The vote was unanimously accepted.
- Diane Barlow made a motion for resolution #2025-07 to accept the proposal from Hutchins HVAC Inc. Linda Chay seconded. The vote was unanimously accepted.
- Mulching will be done every other year.

ADDITIONAL COMMENTS: None

PUBLIC COMMENTS: None

Diane Barlow made a motion to end the regular session at 8:17 p.m.
Sue Zohovetz seconded. The vote was unanimously accepted.

Respectfully submitted,

Michele Petosa
Recording Secretary