

Spotswood Public Library
Board of Trustees Meeting

Monday, March 24, 2025

Next Meeting: Monday, April 28, 2025

PRESENT: Kara Gilbert, Director, Anne Wallace, Michele Petosa, Recording Secretary, Linda Chay, Diane Barlow, Christine Francisco, Carol Farley, Sue Zohovetz and Mary Leaver (7:43). Guest Councilwoman: Dawn Schwartz.

The meeting was called to order by Diane Barlow at 7:00 p.m. Ms. Barlow announced that the Open Public Meeting Act had been complied with and a quorum was present.

COMMITTEE REPORTS: Councilwoman Schwartz – Councilwoman and Director confirmed that the quarterly payment had been received. Borough is still working on monthly statement for operating costs. Borough filed for extension due to lack of final budget. Library programs will be announced.

Friends of the Library: Anne Wallace reported Makers Day was a success. Friends are now collecting costume jewelry for sale in May.

DIRECTOR'S REPORT AND STATISTICS: The Director continues to wait for borough information that is needed for the annual State Aid package and 2022 audit. QuickBooks Online migration complete. April and May programs pending. The Director hopes to have a calendar for future events in place. PC and printers need tech support. Use of Freanding digital content pending. State Library survey extension requested.

MINUTES: Sue Zohovetz made a motion to accept the revised February minutes. Carol Farley seconded. The vote was accepted unanimously.

FINANCIAL REPORT: Carol Farley reviewed the March 2025 bills. Anne Wallace a made a motion to pay \$7,662.45 for the March bills. Carol Farley seconded. The vote was accepted unanimously. SMM was \$188.26 for the month of February and year-to-date was \$726.72.

IMPORTANT DATES: Next Board meetings April 28, and May 19, 202 (due to Memorial Day). Library to be closed March 25 and 26 for HVAC installation.

OLD BUSINESS: HVAC inspection after installation. Landscape contract was approved.

NEW BUSINESS:

- Carol Farley made a motion for resolution #2025-08 to award the IT contract to Timothy Cahill, IT Consultant. Anne Wallace seconded. The vote was unanimously accepted.

ADDITIONAL COMMENTS: None

PUBLIC COMMENTS: None

Diane Barlow made a motion to end the regular session at 7:45 p.m.
Sue Zohovetz seconded. The vote was unanimously accepted.

Respectfully submitted,

Michele Petosa
Recording Secretary