

Spotswood Public Library
Board of Trustees Meeting

Monday, April 28, 2025

Next Meeting: Monday, May 19, 2025

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

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.

COMMITTEE REPORTS: Councilwoman Schwartz – Final borough budget pending May 12, 2025.

Friends of the Library: Anne Wallace – Jewelry sale this weekend.

DIRECTOR'S REPORT AND STATISTICS: State survey has been submitted. Audit for 2022 to be completed shortly; would like 2023 to be completed. Strategic plan responses still needed. STELLA strategic plan ongoing. Event calendaring has begun. Freeding is now live. IT repairs and overhaul in process.

MINUTES: Diane Barlow made a motion to accept the revised March minutes. Carol Farley seconded. The vote was accepted with Mayor O'Brien abstaining.

FINANCIAL REPORT: Carol Farley reviewed the April 2025 bills. Carol Farley made a motion to pay \$9,171.81 for the April bills. Diane Barlow seconded. The vote was accepted unanimously. SMM was \$222.80 for the month of March and year-to-date was \$931.31.

IMPORTANT DATES: Next Board meetings May 19 (due to Memorial Day) and June 23, 2025. Foam Party for summer reading kickoff – June 24 at 4:00 p.m.

OLD BUSINESS: Three final HVAC inspection pending.

NEW BUSINESS:

- Anne Wallace made a motion to approve purchasing PCs from STELLA for \$5,400. Diane Barlow seconded. The vote was unanimously accepted.
- Diane Barlow made a motion to accept Hunter Tech's proposal for \$2884.87 for phone system upgrade. Christine Francisco seconded. The vote was unanimously accepted.
- The 2020 courtesy phone charging stations will be returned and newer multicharge tech will be purchased.
- Diane Barlow reviewed a recent trustee training.

ADDITIONAL COMMENTS: None

PUBLIC COMMENTS: None

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

Respectfully submitted,

Michele Petosa
Recording Secretary