

**WESTWOOD FREE PUBLIC LIBRARY  
MINUTES  
BOARD OF TRUSTEES MEETING**

**MEETING DATE:** Tuesday, April 24 2012

**CALLED TO ORDER:** AT 7:55 PM

**PRESENT:** Martha Urbiel(MU), Dennis Farrell (DF), Cheryl Chang(CC), Diana Bedoya (DB) , Kelly Madden (KM), Nolene Grefath (NG),

DF read the Open Public Meeting Law. Pledge of Allegiance was said.

**PUBLIC FORUM:** No members of the public were present.

**MINUTES:** March 2012 – DB made a motion to accept, 2<sup>nd</sup> –CC. Motion carried.

**CORRESPONDENCE:**

Letter from Governor Christie regarding library month.

**TREASURER’S REPORT:** Read by NG. Approved by a motion from CC and second by KM.

Bills List: KM asked what was check #4312? – MU replied it is for ESL salary. DB asked what is check # 4314? MU stated specs for lobby plans for library. KM asked what is check # 4326? MU stated heating and cooling annual contract. Motion made by KM to accept, NG 2<sup>nd</sup> motion. Motion approved.

**COMMITTEE REPORTS:** None

**PRESIDENT’S REPORT:** Much talk about bids for lobby project. Working on bid specs. Will put up for public bid. Resolution signed for hiring of architect – see attached.

**DIRECTOR’S REPORT:** See Attached.

**OLD BUSINESS:**

1. Out of Town Memberships MU will make flyer offering membership to WW Library for \$275 to people not residing in Westwood.
2. Roberta Roesch memorials- MU looking into a plaque for lobby where people can be honored.
3. Email Usage – see attached regarding rules and regulations
4. TOW – still planning and ongoing.
5. Financial Disclosure forms should all be filled out and submitted

**NEW BUSINESS:**

There is a trustee training meeting in Hasbrouck Heights on May 9<sup>th</sup> at 1:00 if any trustee can attend, please let MU know.

**MEETING ADJOURNED:** Motion to adjourn at 8:45 by KM 2<sup>nd</sup> DB Motion carried.