

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

MEETING DATE: Tuesday, September 23, 2014

CALLED TO ORDER: at 7:36PM

PRESENT: Noeline Grefrath (NG) Felicia Brockner (FB), Bev Karch (BK), Joan Ward (JW), Vince Fitzpatrick (VF), Robert Miller (RM), Dennis Farrell (DF), Barbara Stewart (BS), and Martha Urbiel (MU)

SUNSHINE LAW: Read by DF.

PUBLIC FORUM: No members of the public were present.

MINUTES: May 2014 were read. VF made corrections of his name. VF made a motion to accept; seconded by FB. Motion carried.

TREASURER'S REPORT:

Read by NG. VF made a motion to approve; seconded by FB. Motion carried. NG asked about a previous check number clarification, MU recalled the clarification had been made but would re-report next month.

Current bills list read by NG (5020-5040) : VF questioned the United Water bills. MU explained that sometimes bills were delayed which may account for the number and amount of checks but would report more fully next month. VF made a motion to approve. FB seconded. Motion carried.

COMMITTEE REPORTS: None

CORRESPONDENCE: None.

DIRECTOR'S REPORT: MU reviewed the June 25-September 23 Director's Report. (See attached.)

MU described the Summer Reading Program as one of the best they have had in terms of programs, participation and feedback.

PRESIDENT'S REPORT: None.

OLD BUSINESS:

1. MU reviewed the Dawn Finn project and its conclusion in May. All went well and the garden looks great.
2. DF asked about political parties using library space to distribute literature re request made by the Democratic Party during Pride Day. MU said nothing further was done about.

NEW BUSINESS:

1. DF and MU introduced new trustee, Bev Karch (BF). Bev Karch takes over former trustee Cheryl Chang's term which ends 12/2015.
2. VF asked about audit and including the ESL department. Recommended it not be included. MU said she would investigate further and report back. VF also questioned the Library's practice regarding 1099 and reiterated the audit's recommendation that 1099's be given to anyone or any business not incorporated for work performed cumulatively in the year over 600.00.
3. MU invited trustees to the Friends Breakfast on Oct 22
4. MU discussed the application by the Mayor to the Mayors Reading Club run by the League of Municipalities. If awarded, Westwood would be one of just 6 Bergen County towns selected.
5. MU described upcoming programs in the works, specifically workshops that will address the small business/entrepreneurial needs of the community.
6. MU read the BCCLS Advocacy Committee's Trustee Info & Action sheet for November which discussed ways to advocate for the Library. MU said she would email to each trustee for further consideration. One suggestion by the sheet was to survey council and other decision makers. RM suggested that the survey as listed would not elicit useful info and suggested working on a different approach.
7. RM asked MU about construction impact. MU said there had been impact in terms of complaints and lost visits to the Library. RM wanted to know going forward what would help the situation.

CORRESPONDENCE: None.

MEETING ADJOURNED: Motion to adjourn at 8:20PM by JW; seconded by BS. Motion carried.

FOLLOW UP REPORT:

See Cheryl Chang's spreadsheet re United Water

Check Clarification: Mike Violano had caught on the bills list April and bills list May that check number 4920 was missing. This was determined to be a printing error. 4920 was paid (\$166.92 to Midwest Tape), it just got left off the list somehow.

ESL and audit—money from satellites goes into Westwood Accounts and then is distributed out to payroll, Marge and Lana.

1099 will get distributed mid-January for previous years