

WESTWOOD FREE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES

MEETING DATE: Monday, January 22, 2018

CALLED TO ORDER: at 7:05 p.m. by Dennis Farrell.

PRESENT: Martha Urbiel (MU), Dennis Farrell (DF), Vince Fitzpatrick (VF), Noeline Gregrath (NG), Mike Violano (MV), Bev Karch (BK), Frank Zimmerman (FZ), Suzanne Gorham (SG), and Beth Dell (BD).

SUNSHINE LAW: Read by DF.

PUBLIC FORUM: No members of the public were present.

MINUTES: A motion to accept the minutes of the December 19th meeting was made by BK; seconded by NG. The motion carried.

REORGANIZATION:

Election of Officers:

A motion nominating Dennis Farrell as President was made by BK seconded by VF. There were no other nominations.

A motion nominating Vince Fitzpatrick as Vice President was made by BK seconded by NG. There were no other nominations.

A motion nominating Mike Violano as Secretary was made by BK seconded by NG. There were no other nominations.

A motion nominating Noeline Gregrath as Treasurer was made by BK seconded by VF. There were no other nominations.

BK made a motion for the Secretary to cast a single vote for the officers nominated.

Appointment to Committees:

The following Board members agreed to serve on committees:

SG agreed to serve on the Policies and Public Relations committees.

NG agreed to serve on the Budget, Public Relations and Buildings & Grounds committees.

MV agreed to serve on the Budget, Policies, and Public Relations committees.

VF agreed to serve on the Budget and Buildings & Grounds committees.

BK agreed to serve on the Personnel and Policies committees.

FZ agreed to serve on the Personnel and Public Relations committees.

DF agreed to serve on all committees as President.

Designation of Legal Depositories:

Lakeland Bank is the designated legal depository for the Westwood Free Public Library.

Valley National Bank is the designated legal depository for The Pascack Valley Literacy Volunteers.

A motion to accept these financial institutions as the legal depositories was made by MV and seconded by FZ. The motion passed.

Library Board 2018 Meeting Dates:

The meeting date of the Board shall be on the fourth Monday at 7pm of each month at the Library unless otherwise agreed to by the Board. There is no Board meeting in July and August. Meeting dates and times will be posted. A motion to approve the meeting dates schedule was made by VF and seconded by SG. The motion passed.

TREASURER'S REPORT: The treasurer's report and cash management fund was presented by NG. MV asked if the Lakeland Capital Account balance of \$50,000.37 was the reserve for the capital expenses plan. MU replied that it was a partial deposit of the \$143,000 reserve that was in the resolution passed by the Board. MU further stated that additional deposits are to be made. A motion to accept the treasurer's report was made by BK and seconded by VF. The motion carried.

The current bills list (5954-5978) was distributed. VF asked about Everbank (check 5967); NG replied that this is the monthly rental of \$79.95 for the small copier lease. A motion to accept the bills list was made by VF and seconded by BK. The motion carried.

COMMITTEE REPORTS:

Public Relations—MU and SG met regarding plans for the 100th anniversary of Westwood Library. The goal is to achieve 100% library membership in the community. Membership is currently 68% of the Westwood population. There was a brief discussion of other possible events and programs by month that can include an African American Read In, Senior Birthday celebration, One Book Westwood, Taste of Westwood, and Home for the Holidays. Bob Hibler was suggested as a potential resource person.

CORRESPONDENCE: None.

DIRECTOR'S REPORT:

MU summarized the Program Highlights including a genealogy program, Music with Miss Fran, a monthly meeting of Grief Support Program, and the after school club.

Mary Kenny, the Treasurer of the Friend of Westwood Library is in the hospital after being in a traffic accident in town.

VF asked about the status of the HVAC system project. MU replied that she is getting additional quotes.

PRESIDENT'S REPORT: None.

OLD BUSINESS:

Book delivery for interlibrary loans has not been going smoothly after a change in vendors that launched on January 8.

NEW BUSINESS:

MU described a new program called Westwood recommends 365. A new title is recommended every day that can be a book, film, audiobook, etc. The recommendation can also be a downloadable title.

DF suggested a photo of the Board members be included on the Westwood Library website.

MEETING ADJOURNED: A motion to adjourn was made by VF; seconded by NG. The meeting was adjourned by DF at 7:56 p.m.