

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

MEETING DATE: Tuesday, February 24, 2015

CALLED TO ORDER: 7:41 p.m. by Noeline Grefrath.

PRESENT: Martha Urbiel (MU), Dennis Farrell (DF), Noeline Grefrath (NG), Bev Karch (BK), Joan Ward (JW), Frank Zimmerman (FZ), Mike Violano (MV), Felicia Brockner (FB) and Bob Miller (BM)

SUNSHINE LAW: Read by NG.

PUBLIC FORUM: No members of the public were present.

MINUTES: A motion to accept the minutes of the December 23, 2014 meeting was made by BK; seconded by MV. The motion carried.

TREASURER'S REPORT: The treasurer's report was presented by NG. The current bills list (5140-5163) was read. Total checking and cash management funds are \$172,266.93. A motion to accept the treasurer's report and bills list was made by JW; seconded by BK. The motion carried.

COMMITTEE REPORTS: None.

CORRESPONDENCE: None.

ELECTION OF OFFICERS: The slate of nominated officers for the Board for 2015 are: DF as President, Barbara Stewart as Vice President, NG as Treasurer, and MV as Secretary. BK moved that that the slate of nominated officers be moved for election. Seconded by JW. The officers were elected by unanimous vote.

DESIGNATION OF LEGAL DEPOSITORY: Pascack Community Bank is selected to continue as the legal depository for the Westwood Free Public Library. Motion made by DF seconded by BK. The motion carried.

BOARD MEETING DATES AND APPROVAL OF BILLS: The schedule of Board meeting dates for 2015 has been distributed. The next meeting is scheduled for Tuesday, March 24. Meetings for 2015 will remain scheduled for the fourth Tuesday of the month except for no meetings held in July and August. MU requested the ability to pay bills for July and August with a quorum of the Board; after discussion by the group the decision as to keep the current practice of notifying all Board members of the bills to be paid and getting approval from board members.

DIRECTOR'S REPORT: MU distributed the Director's Report for January-February—Programming highlights included regular programs at the Library and the March to the Oscars film program and the Junior Friends Teddy Bear sleepover. MU is investigating initiatives and activities for the Stigma Free Zone that will include a town wide summer reading program—one book Westwood read. The HVAC system has been fixed. The 6th annual Green Screen Film Festival will take place March 19-24, 2015.

PRESIDENT'S REPORT: None.

OLD BUSINESS: A resolution authorizing the Westwood Free Public Library to enter into a cooperative pricing agreement with the Middlesex Regional Educational Services Commission (MRESC) previously discussed at the November Board meeting was raised. MU gave a few examples of savings for office supplies. The Board discuss at the March meeting.

The Library Budget for 2015 which was submitted with a 5% increase over 2014 was discussed. BM reported that the town has retired \$1.4M of debt and capital improvements for the Library including roof repairs and repaving of the Library parking lot have survived an initial council review. BM also reported that the Library budget will likely remain at the 2014 level with no increase. The town will need to cut \$235K in expenses to remain at a budgeted increase of 2% for 2015 according to BM.

March 17 is the first council meeting to address the 2015 budget. MU stated that it would be worthwhile to have Board members present at the meeting. She also suggested inviting the Friends of Westwood Library to attend and speak.

NEW BUSINESS: NG had been bonded as the Board Treasurer.

MEETING ADJOURNED: A motion to adjourn was made by BK; seconded by NG. The meeting was adjourned by DF at 8:20 p.m.