

# Worth-Pinkham Memorial Library

## BOARD OF TRUSTEES MEETING

January 23, 2023 at 7:00pm

### AGENDA

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 7:03pm

In attendance: H. Crowley, K. Cosenza P. Crossley, K. Clark, M, Taylor, H. Turk, J. Clutterbuck, D. Mardy, C. Richards, L. Surz, J. Clutterbuck (7:15)

Not in attendance: D. Policastro

2. 2023 Reorganization

Election of Officers and Resolution- This will be addressed at the February meeting to allow for continued conversation. H. Turk moves that we defer the decision until February and that the current officers will maintain their roles until then. L. Surz seconds. All approve.

Resolution to Authorize Check Signatories- D. Mardy moves to maintain the Treasurer, President and Director as signatories for both the Capital and the Operating bank accounts. L. Surz seconds. All approve.

Bank Accounts- H. Turk moves to continue use of Valley Bank for our Capital and Operating accounts. L. Surz seconds. All approve.

Bill Payments- D. Mardy moves to continue our process of approving the monthly bills during Board meetings. H. Turk seconds. All approve.

Appointments- H. Turk moves that:

- Auditors: Wielkotz & Company, LLC
- Newspaper of Record: Town Journal
- P. Crossley seconds. All approve.

Petty Cash Account: \$115.00- H. Turk moves to maintain this balance in the petty cash account. C. Richards seconds. All approve.

Certification of Agreement with BCCLS- H. Turk moves to sign the Certification of Agreement for 2023. P. Crossley seconds. All approve.

3. Minutes

Minutes of 12/19/2022 Regular Meeting

Motion to approve: L. Surz

Second: H. Turk

Abstain: Diane Mardy.

All others approve.

4. Public Session

None in attendance

5. Trustee Reports

a. President, John Mongelli

None

b. Vice President, Hugh Turk

None

c. Treasurer, Herman Crowley

Capital Account Balance: \$145,973.18  
Operating Account Balance: \$63,949.44  
Total: \$209,922.62

Bills List Total: \$16,678.48

Motion to Approve: H. Crowley

Second: H. Turk

Gas and Electric are running about the same as this time last year.  
Budget v. Actual through the end of the year - on target

6. Library Director Report, Morgan Taylor, MLS

- 2022 Annual Report:
  - Circulation was similar to pre-pandemic levels with a total of 37,799 items. The monthly patterns followed those of 2019.
  - There were 136 total programs offered in 2022 with a total attendance of 1,472
  - Average foot traffic per day was 82 people, there were 3.2K website visits, and social media reach was 4,557.
- Director's Report
  - Weeding continued as there were many new books
  - New bookpicks in the kids' rooms set up and ready for circulation
  - No new building issues. The toilet continues to be a problem, permission was granted to call a plumber to evaluate.
  - PSE&G has increased equalized payment by \$85 per month
  - Library ran 4 programs with 28 participants total in December.
  - Staffing: 1 staff member has resigned. M. Taylor is considering the possibility of bringing in 2 new people because of recent issues with substitute coverage
  - 10 Orvil Court Improvements Committee is established with Clutterbuck, Mongelli, Surz, Taylor from the library and Troast, Crossley, Stokes, Policastro from the town.
  - Positive feedback was received from a community member regarding the diverse selection of new books in children's collection.
- Youth Services Librarian Report, K. Cosenza:
  - Cardboard "Ice Castle" was erected in the Children's Room for coloring. Children have been very engaged with it and much of the castle is now filled in.
  - Notable upcoming events include Bilingual Story Time, Valentine's STEAM activity

7. Borough Council Liaison Report, Councilman Dane Policastro

Not in attendance

8. Superintendent of Schools Report, Dr. Diane Mardy

- January is BOE recognition month in NJ, so board members were recognized at the last meeting.
- The musical will be High School Musical Jr.
- New Business Administrator
- Duffield donation

9. Committee Reports

None

10. Old Business

None

11. New Business

2023 Salary Schedule

- J. Clutterbuck moves to approve the 2023 salary schedule. H. Crowley seconds.  
All in favor.

12. Closed Session

None

13. Adjournment

Vote to adjourn: L. Surz  
Seconded: C. Richards  
All in favor.  
Time of Adjournment: 7:51pm

**Date of Next Meeting:** Monday, February 27, 2023 at 7:00pm