

**Worth-Pinkham Memorial Library**  
**Board of Trustees Meeting**  
**October 18, 2021**  
**Minutes**

1. Meeting was called to order at 7:34PM. L. Surz, J. Mongelli, D. Mardy, M. Taylor, J. Clutterbuck, P. Crossley, C. Richards, H. Crowley and J. Bielen in attendance. D. Policastro was not present
2. Minutes: Minutes of 9/20 minutes were approved. H. Turk moved and H. Crowley seconded.
3. Public Session: No public in attendance
4. Correspondence: None
5. President's Report:
  - a. Town lawyer asked for a copy of the Worth-Pinkham will and testament.
6. VP Report: None
7. Treasurer's Report:
  - a. Capital: \$81,045.48
  - b. Operating: 3rd quarter payment received of \$47,264.80, making the operating account \$135,667.08
  - c. Total in both accounts: \$216,712.56
  - d. Bills list - H. Crowley moved to approve and J. Clutterbuck seconded the payment of the October bills list
  - e. Electric and Gas are in line with usage last year
  - f. Profit and Loss Profit v. Actual. At 2 weeks into the 4th quarter, everything is in line.
8. Secretary's Report: None
9. Director's Report:
  - a. Slight (expected) decrease in circulation from September to October
  - b. Added to the collection and continue to weed
  - c. Decorated for Halloween
  - d. Phone system software no longer supported after October 2021. M. Taylor looking at options to upgrade system.
  - e. State Aid check for \$2,238.00 has arrived; this is higher than normal due to the Per Capita State Aid increase of \$1 million in NJ's FY22 budget.
  - f. ½ Mill numbers have gone up (6.8% increase) to \$468,538.
  - g. M. Taylor has a preliminary draft budget ready to discuss.
  - h. Programming remains active.
  - i. Technology: self-checkout is well-taken advantage of
  - j. New part time Programming Library Assistant has been hired.
  - k. Library hosting ECLC volunteers with library tasks.
  - l. M. Taylor and J. Bielen met with HHK school.
  - m. Youth Services: non-fiction circulation is increasing; new titles added and are circulating, new Manga titles have been added. Juvenile nonfiction is an area of

focus for nonfiction collection building. Programming remains robust. Displays regularly rotated. J. Bielen is attending a weekly PD.

- n. There is a reconsideration form to use when materials are challenged.
  - o. Budget: M. Taylor has drafted a preliminary budget.
10. Council Liaison: None
11. School Liaison:
- a. Bear Broadcast will begin to incorporate a Library corner
  - b. Two authors will each do remote visits with the school later this month.
  - c. Start Strong state testing is underway
  - d. School is trying to integrate more “usual” activities but in safe ways.
12. Old Business
13. Committee Reports
- a. Personnel Committee - will be handled in closed session
  - b. Finance Committee -
  - c. Strategic Plan -
  - d. Sub-Committee -
  - e. Policies and Procedures -
  - f. Buildings and Grounds - library will inquire about Shade Tree flag
  - g. Friends -
14. Old Business
15. Adjournment - 9:55PM. D. Mardy moved and H. Turk seconded closing the meeting.

Next Meeting November 15th at 7:30PM