

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

February 28, 2022 at 7:30pm

MINUTES

1. Call to Order & Attendance in Accordance With the Open Public Meeting Act

Meeting called to order at 7:33pm.

J. Mongelli, H. Turk, H. Crowley, M. Taylor, J. Bielen, K. Clark, L. Surz, C. Richards, J. Clutterbuck and D. Mardy in attendance. D. Policastro and P. Crossley not in attendance.

2. Minutes of 1/24/2022 – Regular Board Meeting

J. Clutterbuck moved to approve and L. Surz seconded the minutes from the January meeting.

3. Public Session

No public in attendance- open at 7:35 and close at 7:36

4. Correspondence

None

5. President's Report

John Mongelli

None

6. Vice President's Report

Hugh Turk

Discussion about the issue with Board Member terms. Rather than two five year appointments, the Borough extended J. Mongelli's term for one year and J. Clutterbuck's term for two years. There are now three terms expiring at the end of 2023. This is still a work in progress.

7. Treasurer's Report Herman Crowley

Review of bills list - J. Clutterbuck moves to approve the February bills C. Richards seconds. All in favor.

Review of bank accounts - There is \$119,878.01 in the Capital Account, including a 5K grant. The Operating Account is at \$42,585.25 for a total of \$162,463.26.

Budget review

Electric and Gas usage review - on par with this time 2021

8. Secretary's Report Caroline Richards

None

9. Director's Report Morgan Taylor

- a. Daily traffic and monthly circulation reports have been updated. Circulation and Collections: Print newspapers, New York Times and Wall Street Journal have been canceled, due to lack of public use, saving the library over \$1,000 per year. The library still receives The Record and The Town Journal.
- b. Finance: In February, we received the Bergen County Library Grant totalling \$2,822.58 which is a \$400 increase from previous years.
- c. Programming: a variety of options available. Some are in person, and some hybrid to include Zoom access.
- d. Services: the library has received our C.A.P.E.S. report to help us determine how to best move forward with our archival collection.
- e. Personnel: Employee reviews have been completed, and staff members' increases will go into effect 3/1. The library has a new circulation assistant starting the week of 2/28. BCCLS committee appointments: M. Taylor is co-chair of eBCCLS, J. Bielen is on Youth Services and J. Mongelli is on the Branding Task Force.

- f. Professional Development: M. Taylor attended both sessions of NJ State Library's New Directors Training
- g. Community Engagement: All Council members who did not already have one were issued library cards at their meeting on January 25th. Two Girl Scout troops have hosted meetings here and one troop has a pet drive donation bin for Ramapo-Bergen Animal Refuge. The library has brought back its rotating art exhibit.
- h. Youth Services Report

10. Council Liaison Dane Policastro, Councilman

None.

11. School Liaison Diane Mardy, Superintendent

The school's musical, Beauty and Beast, will be indoors. The school is going mask optional as of 3/7 - the school will emphasize being respectful of all students' decisions. There is a new school security officer.

12. Committee Reports:

- A. Personnel Committee Hugh Turk*, Patricia Crossley
Alternate: Jeff Clutterbuck
- B. Finance Committee Herman Crowley*, Jeff Clutterbuck
- C. Library Strategic Plan Patricia Crossley*, Leann Surz,
Caroline Richards
- D. Policies and Procedures Committee
Jeff Clutterbuck*, Herman Crowley

Our Trustee Bylaws need to be reviewed.

E. Building and Grounds

Leann Surz*, Caroline Richards

F. Friends of the Library

Caroline Richards*

** Chairperson*

13. Old Business

None

14. New Business

None.

15. Adjournment

Meeting adjourned at 8:34. D. Mardy moved to adjourn and L. Surz seconds.

Date of Next Meeting: Monday, March 21 at 7:30pm