

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, December 19, 2018 at 7:30pm
Meeting will be held in the Large Meeting Room

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENT OF OPEN PUBLIC MEETING NOTICE
 - a. In compliance with the New Jersey Open Public Meetings Act, this meeting was announced in the Bergen Record, on the Library's website, on signs posted at the Library entrances.
4. PUBLIC PORTION
5. SECRETARY'S REPORT
 - a. Approval of Minutes of Prior Meetings: ACTION
 - i. Minutes of the regular meeting held Tuesday, November 20, 2018, in the Mahwah Public Library.
6. TREASURER'S REPORT
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of November 30, 2018.
 - ii. Operating & Capital Account Balances as of November 30, 2018.
 - iii. Operating & Capital Account Reconciliation as of November 30, 2018.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund totaling \$46,855.30.
 - ii. Bills for payment from the Capital Fund totaling \$12,397.61.
 - c. Draft 2019 Operating Budget:
 - i. Revised draft 2019 operating budget. In the absence of medical insurance premiums for 2019, this draft contains only minimal revisions compared to the draft introduced in November 2018.
 - d. Unemployment Reserve:
 - i. Review of the current unemployment reserve account and formula used to determine a reasonable and appropriate level of funding for this account.
7. DIRECTOR & STAFF REPORTS INFORMATION
 - a. Library activities, November/December 2018.
 - b. Update on renovations to the Children's Library. Final design sketches for the "enchanted forest" theme.
8. STATISTICAL REPORTS INFORMATION

- a. Statistical summary, November 2018.
- b. Program details with attendance and cost, November 2018.

9. COMMITTEE REPORTS

INFORMATION

- a. Strategic Planning Committee update including operating budget forecast and capital projects under consideration for 2019-2023.

10. OLD BUSINESS

INFORMATION/ACTION

11. NEW BUSINESS

ACTION

- a. Recommendation to award the contract for cleaning and janitorial services for 2019.

12. TRUSTEE EDUCATION

INFORMATION

13. PUBLIC PORTION

14. ADJOURNMENT

UPCOMING MEETINGS & EVENTS

INFORMATION

- a. Thursday, 12/20: Staff holiday party, library closing at 1pm.
- b. Wednesday, 1/16: Monthly Board meeting.
- c. Wednesday, 2/20: Monthly Board meeting.