

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, November 20, 2019 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, and 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 Wednesday, October 16, 2019, in the Mahwah Public Library.
6. TREASURER'S REPORT
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of October 31, 2019.
 - ii. Operating & Capital Account Balances as of October 31, 2019.
 - iii. Operating & Capital Account Reconciliation as of October 31, 2019.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund for September 2019 totaling \$65,230.75
 - ii. No bills for payment from the Capital Fund.
7. DIRECTOR & STAFF REPORTS INFORMATION
 - a. Library activities, October/November 2019. Updates on community relations, budget and finance, personnel issues, technology, facilities, status of capital projects and other library operations.
8. STATISTICAL REPORTS INFORMATION
 - a. Statistical summary, October 2019.
 - b. Program details with attendance and cost, October 2019.
9. COMMITTEE REPORTS INFORMATION
10. FRIENDS OF MAHWAH LIBRARY REPORTS INFORMATION
11. CORRESPONDENCE ACTION
12. OLD BUSINESS INFORMATION/ACTION

13. NEW BUSINESS

ACTION

- a. Introduction of draft 2020 budget. Review of significant changes to the 2020 budget compared to 2019 and how those changes are driven by the long-range Strategic Plan. Trustees should anticipate additional changes to the draft budget due to medical insurance and other factors prior to it being reintroduced at the December meeting.

14. TRUSTEE EDUCATION

INFORMATION

15. PUBLIC PORTION

16. ADJOURNMENT

UPCOMING MEETINGS & EVENTS

INFORMATION

- a. Wednesday, 11/27 – Library closing at 2pm
- b. Thursday, 11/28 – Library closed for Thanksgiving
- c. Thursday, 12/5 – BCCLS trustee development program, “Hot Topics for Trustees: Working with the Community, Relationships, Legislation and more,” from 6:00pm - 8:30pm in Mahwah. It will feature a series of small breakout sessions discussing topics related to advocacy and community relations followed by a roundtable discussion of topics suggested by participants. Additional information will be distributed when available.
- d. Wednesday, 12/18 - Regular Library Board meeting, 7:30pm.
- e. Thursday, 12/19 – Library staff development 1 pm – 5pm; trustees are warmly welcomed to join the festivities!
- f. Tuesday, 12/24 – Library closed for Christmas Eve
- g. Wednesday, 12/15 – Library closed for Christmas Day
- h. Tuesday, 12/31 – Library closed for New Year’s Eve
- i. Wednesday, 1/1/2020 – Library closed for New Year’s Day