

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, September 16, 2020 at 7:30pm

**Meeting will be conducted ONLINE**

***In order to promote social distancing and take reasonable precautions to safeguard the health of trustees, staff and public in attendance, Library meetings will be conducted online until further notice.***

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.
  - b. This meeting is taking place online. N.J.S.A 10:4-8(b) authorizes local units to conduct public meetings through use of streaming services and other online meeting platforms. Information on accessing this public meeting has been posted to the Library's website. Members of the public are welcome to participate only during the public portions at the beginning and end of the meeting by voice (telephone or webcam) or using the "chat" feature in the conferencing software.
4. PUBLIC PORTION
5. SECRETARY'S REPORT
  - a. Approval of Minutes of Prior Meetings: ACTION
    - i. Minutes of the monthly meeting held Wednesday, August 19, conducted online
6. TREASURER'S REPORT
  - a. Approval of Financial Reports: ACTION
    - i. Operating Budget vs Actual as of August 31.
    - ii. Operating & Capital Account Balances as of August 31.
    - iii. Operating & Capital Account Reconciliation as of August 31.
  - b. Approval of Bills for Payment: ACTION
    - i. Bills for payment from the Operating Fund in September, totaling \$41,566.31.
    - ii. Bills for payment from the Capital Fund in August, totaling \$6,504.
7. DIRECTOR & STAFF REPORTS INFORMATION
  - a. Library activities, August/September. 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, August 2020.

- b. Program details, August 2020.

9. COMMITTEE REPORTS

INFORMATION

- a. Update on Meet the Candidates Nights scheduled for Tuesday, 10/13, (Mayoral Candidates) and Tuesday, 10/20, (Council Candidates).

10. FRIENDS OF MAHWAH LIBRARY REPORTS

INFORMATION

- a. The Friends have decided to postpone all meetings until the spring of 2021 when they hope to host an in-person annual meeting.

11. CORRESPONDENCE

ACTION

12. OLD BUSINESS

INFORMATION/ACTION

13. NEW BUSINESS

ACTION

- a. Eliminating overdue fines on most items. The Library has been “fine free” since reopening in June. Administration recommends continuing the current fine-free program indefinitely. Only late fees would be eliminated, the Library will continue to charge replacement costs for lost items.
- b. Request to readjust children’s materials funds. Administration recommends \$2500 be reallocated to the Juvenile Other AV budget line from the Juvenile eContent budget line to support the growth of in-demand collections.
- c. Holiday and closing schedule for 2021. Schedule of holiday closings for 2021. Note that “summer hours” are eliminated and the Library will be open normal operating hours year-round with the exception of the holidays and weather- and emergency-related closings.

14. TRUSTEE EDUCATION

INFORMATION

15. PUBLIC PORTION

16. ADJOURNMENT

UPCOMING MEETINGS & EVENTS

INFORMATION

*In order to promote social distancing and take reasonable precautions to safeguard the health of trustees, staff and public in attendance, Library board meetings will be conducted ONLINE until further notice.*

- a. Tuesday, 9/22, 7pm – BCCLS Webinar, “Your Friends Group in the Virtual Age.”
- b. Thursday, 10/1, 7pm – BCCLS webinar, “Trustee 101 for the New & Newer Trustee.”
- c. Tuesday, 10/13, 7:30pm – Meet the Candidates for Mayor.
- d. Tuesday, 10/20, 7:30pm – Meet the Candidates for Town Council.
- e. Wednesday, 10/21, 7:30pm – Board of Trustees regular monthly meeting.
- f. Thursday, 10/29, 7pm – BCCLS webinar, “Trustee 201 for the Seasoned Trustee.”