

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, October 21, 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, September 16, conducted online
6. TREASURER'S REPORT
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of September 30.
 - ii. Operating & Capital Account Balances as of September 30.
 - iii. Operating & Capital Account Reconciliation as of September 30.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund in September, totaling \$331,005.72, including \$284,461.11 for reimbursement of medical and other insurance to the Township.
 - ii. Bills for payment from the Capital Fund in September, totaling \$1,155.00.
 - c. Capital Projects Schedule
 - i. Projected Funding for Capital Projects. Updated schedule of approved current and forthcoming capital projects and ideas for reorienting capital projects in light of the ongoing pandemic and shifting patterns of library use.

7. DIRECTOR & STAFF REPORTS INFORMATION
- a. Library activities, September/October. 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, September 2020.
 - b. Program details, September 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
- 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. As requested by the Board, Administration is providing additional information about the recommended policy.
13. NEW BUSINESS ACTION
- a. Recommendation to replace the existing swinging entrance doors with automatic sliding doors with comprehensive access control system to be added at a later date. *Administration is compiling and reviewing information provided by vendors; a recommendation will be sent under separate cover in advance of the meeting.*
 - b. Board of Trustees monthly meeting schedule for 2021. The Board is scheduled to meet the third Wednesday of every month with the exception of July (no meeting), August (no meeting), and September. The September meeting is rescheduled to Tuesday, 9/14, in consideration of Yom Kippur.
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. Wednesday, 10/21, 7:30pm – Board of Trustees regular monthly meeting.
- b. Thursday, 10/29, 7pm – BCCLS webinar, “Trustee 201 for the Seasoned Trustee.”
- c. Wednesday, 11/18, 7:30pm – Board of Trustees regular monthly meeting. Initial 2021 budget presentation.
- d. Wednesday, 11/25 – Library closing at 2pm for Thanksgiving
- e. Thursday, 11/26 – Library closed for Thanksgiving
- f. Wednesday, 12/16, 7:30pm – Board of Trustees regular monthly meeting. Revised 2021 budget presentation.

- g. Thursday, 12/24 – Friday, 12/25 – Library closed for Christmas.
- h. Thursday, 12/31 – Friday, 1/1/2021 – Library closed for New Year.