

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, November 18, 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, October 21, conducted online
6. TREASURER'S REPORT
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of October 31.
 - ii. Operating & Capital Account Balances as of October 31.
 - iii. Operating & Capital Account Reconciliation as of October 31.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund in November, totaling \$63,288.32.
 - ii. Bills for payment from the Capital Fund in November, totaling \$6,742.66.
 - 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.
 - d. First Draft 2021 Operating Budget

- i. Introduction of the first draft 2021 operating budget, including how the Library will respond financially to the shifting use brought about by the pandemic and what we anticipate 2021 will entail.

7. DIRECTOR & STAFF REPORTS INFORMATION

- a. Library activities, October/November. 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 2020.
- b. Program details, October 2020.

9. COMMITTEE REPORTS INFORMATION

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

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, 11/25 – Library closing at 2pm for Thanksgiving
- b. Thursday, 11/26 – Library closed for Thanksgiving
- c. Wednesday, 12/16, 7:30pm – Board of Trustees regular monthly meeting. Revised 2021 budget presentation.
- d. Thursday, 12/24 and Friday, 12/25 – Library closed for Christmas.
- e. Thursday, 12/31 and Friday, 1/1/2021 – Library closed for New Year.