BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, May 19, 2021 at 7pm

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 special meeting held March 29, 2021, conducted online
      ii. Minutes of the monthly meeting held April 21, 2021, conducted online.
6. FINANCIAL REVIEW
   a. Approval of Financial Reports: ACTION
      i. Operating Budget vs Actual as of April 30, 2021.
   b. Approval of Bills for Payment: ACTION
      i. Bills for payment from the Operating Fund in May 2021, totaling $63,652.02.
      ii. Bills for payment from the Capital Fund in May 2021, totaling $8,073.62.
7. OPERATIONAL REVIEW
   a. Library activities. Updates on community relations, budget and finance, personnel issues, technology, facilities, status of capital projects and other library operations.
b. Capital projects update. Updates on renovations to the door replacement, teen room update, parking lot refurbishment, roof repairs, and other capital projects.

c. Capital Projects Schedule. Updated schedule financial need for approved current and forthcoming capital projects and ideas for reorienting capital projects in light of the ongoing pandemic and shifting patterns of library use.


e. Program details, April 2021.

8. 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.

9. CORRESPONDENCE INFORMATION

10. OLD BUSINESS INFORMATION

11. NEW BUSINESS INFORMATION

a. Recommendation to award a contract to fabricate and install thematic elements for the renovation of the teen room. A Request for Quote (RFQ) was issued to reputable vendors in April. After reviewing all responses, Library Administration finds Prop and Paint Creative Studios, LLC, headquartered in Newburgh, NY, to be the lowest responsive vendor and recommend a contract be issued to Prop and Paint Creative Studios, LLC, for the sum of $37,491 for the base quote, pending receipt of all required paperwork.

b. Plan to rehabilitate the landscaping at the south end of the Library, adjacent to the driveway. Library administration met several times with Eagle Scout candidate Marcus Hom to develop a plan that would refurbish the area and turn it into an outdoor seating area that would benefit all library visitors wishing to find a bit of tranquility. This seating area could also be used by students waiting to be picked up after school.

12. TRUSTEE EDUCATION INFORMATION

13. PUBLIC PORTION

14. 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.


b. Monday, 6/7 – Summer Reading Begins

c. Wednesday, 6/16, 7pm – Board of Trustees regular monthly meeting.

d. Saturday, 6/26, 10am – Summer Reading Celebration (tentative)

e. No scheduled meetings in July or August.