

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, June 16, 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 monthly meeting held May 19, 2021, conducted online.
6. FINANCIAL REVIEW
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of May 31, 2021.
 - ii. Operating & Capital Account Balances as of May 31, 2021.
 - iii. Operating & Capital Account Reconciliation as of May 31, 2021.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund in June 2021, totaling \$48,980.41.
 - ii. Bills for payment from the Capital Fund in June 2021, totaling \$2,537.50.
7. OPERATIONAL REVIEW INFORMATION
 - 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.
 - d. Statistical summary, May 2021. *Note that per the Board's request, 2021 month-over-month and year-over-year activities are compared to 2019 for a more accurate representation of organizational activity.*
 - e. Program details, May 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/ACTION
- 11. NEW BUSINESS ACTION
 - a. Resolution 2021-14 authorizing the Library to pay reasonable and customary bills in July and August. Because the Board does not typically meet in the Summer, it authorizes the Director to pay all reasonable and customary invoices, vouchers, and bills received in July and August up to a maximum of \$8,500 per bill.
 - b. Resolution 2021-15 requesting the Township to contract for milling, repaving, and other repairs to the Library's driveway and parking lots. The Township has received bids for a number of road projects this year, including repaving the Library's driveway and parking lots ("Alternate Bid A"), which the Library desires to complete this year.
 - c. Relaxing pandemic restrictions. Administrations recommendations for relaxing restrictions based on current NJ Executive Orders, COVID guidelines, Township practices, and staff concerns.
- 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.

- a. Wednesday, 6/16, 7pm – Board of Trustees regular monthly meeting
- b. Saturday, 6/26, 10am – Summer Reading Celebration
- c. *No scheduled meetings in July*
- d. Wednesday, 8/18, 7pm – Board of Trustees special monthly meeting to reassess amendments to the Code of Conduct that were approved in 2020 in order to address the COVID-19 pandemic.
- e. Wednesday, 9/7, 7pm – Board of Trustees regular monthly meeting
Note the Board may resume in-person meetings starting in September