

BOARD OF TRUSTEES MONTHLY MEETING

Wednesday, August 18, 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. TRUSTEE MATTERS
  - a. Oath of Office for New Trustees ACTION
6. SECRETARY'S REPORT
  - a. Approval of Minutes of Prior Meetings: ACTION
    - i. Minutes of the monthly meeting held June 16, 2021, conducted online.
7. FINANCIAL REVIEW
  - a. Approval of Financial Reports: ACTION
    - i. Operating Budget vs Actual as of July 31, 2021.
    - ii. Operating & Capital Account Balances as of July 31, 2021.
    - iii. Operating & Capital Account Reconciliation as of July 31, 2021.
  - b. Approval of Bills for Payment: ACTION
    - i. Bills for payment from the Operating Fund in August 2021, totaling \$71,441.46.
    - ii. Bills for payment from the Capital Fund in August 2021, totaling \$4,791.16.
  - c. 2020 Audit. *The 2020 audit was approved by the Board with a unanimous vote during its regular April meeting, conditionally upon release of GASB 68 pension information from the State. The final audit, including GASB 68 pension information is included with this packet.*

8. 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, July 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, July 2021.
9. 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.
10. CORRESPONDENCE INFORMATION
11. OLD BUSINESS INFORMATION/ACTION
12. NEW BUSINESS ACTION
- a. Relaxing pandemic restrictions. Administrations recommendations for relaxing restrictions based on current NJ Executive Orders, COVID guidelines, Township practices, and staff concerns.
  - b. Meet the Candidates Night. Plans and preparations for a Meet the Candidates Night featuring candidates for Board of Education to be held Tuesday, September 28, via Zoom webinar.
13. TRUSTEE EDUCATION INFORMATION
14. PUBLIC PORTION
15. 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, 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.
- b. Tuesday, 9/14, 7pm – Board of Trustees regular monthly meeting  
*Note the Board may resume in-person meetings starting in September*
- c. Saturday, 9/25 – Mahwah Day in Commodore Perry Field