

BOARD OF TRUSTEES MONTHLY MEETING

Tuesday, September 14, 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 August 18, 2021, conducted online.
6. FINANCIAL REVIEW
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of August 31, 2021.
 - ii. Operating & Capital Account Balances as of August 31, 2021.
 - iii. Operating & Capital Account Reconciliation as of August 31, 2021.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund in September 2021, totaling \$47,042.55.
 - ii. Bills for payment from the Capital Fund in September 2021, totaling \$849.00.
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 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, August 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, August 2021.
- 8. FRIENDS OF MAHWAH LIBRARY REPORTS INFORMATION
 - a. The Friends have decided to postpone all meetings until the spring of 2022 when they hope to host an in-person annual meeting.
- 9. CORRESPONDENCE INFORMATION
- 10. OLD BUSINESS INFORMATION/ACTION
- 11. NEW BUSINESS ACTION
 - a. Scheduled Closings & Board Meetings. Review of the closings and board meetings scheduled for 2022. Discussion of remaining open for Good Friday and Holy Saturday and awarding staff one floating holiday to use at their discretion.
 - b. Staff Vaccinations or Weekly COVID Testing. Discussion of guidelines similar to those enacted by Executive Orders #252 and 253 requiring staff to either be vaccinated against COVID-19 or provide negative COVID test results before the beginning of each work week.
- 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. Saturday, 9/25 – Mahwah Day in Commodore Perry Field
- b. Wednesday, 10/20, 7pm – Monthly Board meeting.
- c. Wednesday, 11/17, 7pm – Monthly Board meeting.
- d. Wednesday, 11/24, 2pm – Library closing early for Thanksgiving Eve.
- e. Thursday, 11/25 – Library closed for Thanksgiving.