BOARD OF TRUSTEES MONTHLY MEETING

Tuesday, June 21, 2022 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 15, 2022, conducted online.

6. FINANCIAL REVIEW
   a. Approval of Financial Reports: ACTION
      i. Operating Budget vs Actual as of May 31, 2022.
   b. Approval of Bills for Payment: ACTION
      i. Bills for payment from the Operating Fund in June 2022, totaling $58,961.10
      ii. Bills for payment from the Capital Fund in June 2022, totaling $4,705.60.

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. Goals, Summer 2022. Goals that administration is working on over this summer.

e. Statistical summary, May 2022. Note that beginning with January 2022, we have returned to a direct year-over-year comparison, comparing 2022 to 2021.

f. Program details, June 2022. Note that beginning with January 2022, we are collecting statistical information in our event management software. As a result of this change, we feel the information presented is more accurate. We are looking for a mechanism to include program cost information.

8. FRIENDS OF MAHWAH LIBRARY REPORTS
   a. No report.

9. CORRESPONDENCE

10. OLD BUSINESS
    a. Meet the Candidates Night. The ad hoc MtCN Committee proposes the events be scheduled for Wednesday 10/19 (Town Council) and Thursday 10/20 (Board of Ed), both from 7pm - 9pm online via Zoom. They recommend the same format as last year, with questions being solicited from the community beforehand and one question being given the candidates in advance. The remaining questions will be asked during the events.

11. NEW BUSINESS
    a. Draft FY2021 Audit. Garbarini & Co. P.C. delivered the Draft FY2021 audit last month. Note that the audit date and certain notes related to pension will change when GASB 68 is released by the State later this year. Library administration recommends provisionally accepting the audit at this time, with final approval pending release of GASB 68 by the state.
    b. Landscaping Projects. As requested by Trustees, Library administration met with our landscapers to review the condition of existing plantings and how they can be improved.
    a. Resolution 2022-11 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.

12. TRUSTEE EDUCATION

13. PUBLIC PORTION

14. ADJOURNMENT

UPCOMING MEETINGS & EVENTS

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. Tuesday, June 21 - monthly board meeting, 7pm. Last board meeting until September.
  b. Monday, July 4 - closed for Independence Day
  c. Saturday, August 20 - end of Summer Reading Challenge
  d. Saturday, Sept. 3 - Monday, Sept. 5 - closed for Labor Day
  e. Tuesday, September 20 - monthly board meeting, 7pm.