

BOARD OF TRUSTEES MONTHLY MEETING

Tuesday, October 18, 2022 at 7pm
Meeting will be conducted ONLINE via Zoom

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 September 20, 2022, conducted in person.
6. FINANCIAL REVIEW
 - a. Approval of Financial Reports: ACTION
 - i. Operating Budget vs Actual as of September 30, 2022.
 - ii. Operating & Capital Account Balances as of September 30, 2022.
 - iii. Operating & Capital Account Reconciliation as of September 30, 2022.
 - b. Approval of Bills for Payment: ACTION
 - i. Bills for payment from the Operating Fund in October 2022, totaling \$62,378.72.
 - ii. Bills for payment from the Capital Fund in October 2022, totaling \$3,292.81.
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 various capital projects in progress.
 - 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 shifting patterns of library use.

- d. Statistical summary, September 2022. *Note that beginning with January 2022, we have returned to a direct year-over-year comparison, comparing 2022 to 2021.*
 - e. Program details, September 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 INFORMATION
- a. The Friends received a \$2,500 grant from the Blue Foundry Charitable Foundation. The grant was requested in support of summer reading.
9. CORRESPONDENCE INFORMATION
10. OLD BUSINESS INFORMATION/ACTION
- a. Meet the Candidates Night. Update on the events schedule for Wednesday 10/19 (Town Council) and Thursday 10/20 (Board of Ed).
11. NEW BUSINESS INFORMATION/ACTION
- a. 2023 Funding. Based on the equalized property valuations released by the state library, we anticipate the Library's appropriation to increase by 14.4% for 2023.
 - b. Janitorial Services for 2023. Administration compared the current cost of contract janitorial services against the projected cost of bringing those services in-house and seeks the Board's input on how to budget for next year.
12. TRUSTEE EDUCATION INFORMATION
13. PUBLIC PORTION
14. ADJOURNMENT
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- UPCOMING MEETINGS & EVENTS INFORMATION
- a. Tuesday, October 18 – monthly board meeting, 7pm. ONLINE
 - b. Wednesday, October 19 – Meet the Candidates for Town Council, 7pm. IN PERSON
 - c. Thursday, October 20 – Meet the Candidates for Board of Education, 7pm. IN PERSON
 - d. Tuesday, November 8 – Election Day, 6am – 8am. IN PERSON
 - e. Tuesday, November 15 – monthly board meeting, ONLINE
 - f. Wednesday, November 23 – Thanksgiving Eve, Library closing early, 2pm.
 - g. Thursday, November 24 – Thanksgiving, Library closed.
 - h. Tuesday, December 20 – Monthly board meeting, 7pm. ONLINE
 - i. Friday, December 23 – Library Closed for Christmas Eve (observed)
 - j. Saturday, December 24 – Library Closed for Christmas Eve
 - k. Sunday, December 25 – Library Closed for Christmas Day
 - l. Monday, December 26 – Library Closed for Christmas Day (observed)
 - m. Friday, December 30 – Library Closed for New Year's Eve (observed)
 - n. Saturday, December 31 – Library Closed for New Year's Day