

## BOARD OF TRUSTEES MONTHLY MEETING

Tuesday, February 21, 2023 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 January 17, 2023, conducted online.
6. FINANCIAL REVIEW
  - a. Approval of Financial Reports: ACTION
    - i. Operating Budget vs Actual as of January 31, 2023.  
*Provisional, pending accountant's review.*
    - ii. Operating & Capital Account Balances as of January 31, 2023.  
*Provisional, pending accountant's review.*
    - iii. Operating & Capital Account Reconciliation as of January 31, 2023.  
*Provisional, pending accountant's review.*
  - b. Approval of Bills for Payment: ACTION
    - i. Bills for payment from the Operating Fund in February 2023, totaling \$81,760.57.
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 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.

- c. Statistical summary, January 2023.
  - d. Program details, January 2023.
- 8. FRIENDS OF MAHWAH LIBRARY REPORTS INFORMATION
  - a. No activity.
- 9. CORRESPONDENCE INFORMATION
  - a. No correspondence.
- 10. OLD BUSINESS INFORMATION/ACTION
- 11. NEW BUSINESS INFORMATION/ACTION
  - a. BCCLS Certification of Agreement. BCCLS requires all member to certify annually that they are in compliance with BCCLS Bylaws and Policies and Procedures.
  - b. Request from local Girl Scouts to provide use of meeting room space at no cost. When the Board last updated the Room Use Policy in November, 2021, it included a provision for local scouting organizations to use the Octagon free of charge up to 12 times each year. The scouts are requesting use of larger meeting rooms at no cost.
- 12. BCCLS UPDATE INFORMATION/ACTION
  - a. Digest of Executive Board meeting held 1/19/23.
  - b. Draft minutes of the special Executive Board held 2/3/23.
- 13. TRUSTEE EDUCATION INFORMATION
- 14. EXECUTIVE SESSION ACTION
  - a. Planning for the Director's annual evaluation.
- 15. PUBLIC PORTION
- 16. ADJOURNMENT

#### UPCOMING MEETINGS & EVENTS INFORMATION

Note that online meetings throughout 2023 will use the same Zoom meeting ID (895 2834 2470) and passcode (813633)

- a. Monday, February 20, 2023 – Closed for President's Day.
- b. Tuesday, February 21, 2023 – Monthly board meeting, 7pm. ONLINE
- c. Tuesday, March 21, 2023 – Annual board meeting, 7pm. IN-PERSON
- d. Tuesday, March 21, 2023 – Monthly board meeting, immediately after the Annual meeting. IN-PERSON