

## BOARD OF TRUSTEES MONTHLY MEETING

Tuesday, April 18 2023 at 7pm  
Immediately Following the Annual Meeting  
Meeting will be held in the Large Meeting Room  
On the Lower Level of the Mahwah Public Library

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 annual meeting held March 21, 2023, conducted in-person.
    - ii. Minutes of the monthly meeting held March 21, 2023, conducted in-person.
6. FINANCIAL REVIEW
  - a. Approval of Financial Reports: ACTION
    - i. Operating Budget vs Actual as of March 31, 2023.
    - ii. Operating & Capital Account Balances as of March 31, 2023.
    - iii. Operating & Capital Account Reconciliation as of March 31, 2023.
  - b. Approval of Bills for Payment: ACTION
    - i. Bills for payment from the Operating Fund in April 2023, totaling \$65,709.67.
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. *No capital projects undertaken this month.*
  - c. Statistical summary, March 2023.

- d. Program details, March 2023.
- 8. FRIENDS OF MAHWAH LIBRARY REPORTS INFORMATION
  - a. No report.
- 9. CORRESPONDENCE INFORMATION
  - a. No correspondence.
- 10. OLD BUSINESS INFORMATION/ACTION
  - a. Room Use Policy. The Room Use Policy was revised to reflect a shift to a donation-based use, rather than fee-based.
- 11. NEW BUSINESS INFORMATION/ACTION
  - a. Landscaping Contract. Administration requested quotes for landscaping services for 2023 and recommends a contract for routine landscape maintenance totaling \$8,495.00 be awarded to Green Meadows Landscaping, Inc. in Oakland, NJ.
- 12. BCCLS UPDATE INFORMATION/ACTION
  - a. Digest of the System Council meeting held 3/30/2023.
  - b. Draft Minutes of the System Council meeting held 3/30/2023.
- 13. TRUSTEE EDUCATION INFORMATION
  - a. Recap of recent Trustee development sessions.
- 14. PUBLIC PORTION
- 15. 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. May 16, 7pm – Board of Trustees monthly meeting
- b. May 27 – 28, all day – Library closed in observance of Memorial Weekend