

**Minutes of the Regular Monthly
Washington Library Board of Trustees
23 April 2018**

Agenda: Reading of the Open Public Meeting Act

Roll Call: Usha Thampi-Lukose, Scott McDonald, Ron Duryea, Mayor David Higgins, Jackie Nassry, Rosemarie Rosati, Terrilisa Durham Bauknight;

Swearing in of new Board of Trustee appointee: Rosemarie Rosati

A quorum was present

The regular monthly meeting of the Washington Public Library, Board of Trustees, was called to order by President TD Bauknight, at 19:03 hours

The minutes were read from the 26th March 2018 meeting. Motion made by Scott McDonald and seconded by Ron Duryea. Two (2) abstained due to absence from the meeting: Jackie Nassry and Rosemarie Rosati. Motion carried.

Communications:

1st – NJ State Board of Trustees regarding membership and trainings. Information was forwarded to Board President.

2nd – Reported that the Washington Women’s Club gave a donation of \$700

Audience: Mr. Matthew Hall, Borough Manager was present and spoke to the Board. Regarding his being appointed to the Board of Trustees – feels that the judgment/opinion of the Attorney General Opinion (Dec. 2005) is flawed. Mr. Hall will go through the Board of Ethics (for the State of New Jersey) for guidance on this matter. The WPL Board of Trustees membership feels and have expressed their questions of conflict of interest in this matter and one voice/one vote permitted by the Mayor on Board. Lengthy and detailed discussion was held in response to the feelings of Mr. Hall and the Board of Trustees members
Motion to close the audience portion of the meeting was moved by Scott McDonald and seconded by Mayor Higgins.

Reports:

Treasurer’s Report - Report reviewed, moved by Scott McDonald, seconded by Ron Duryea. Discussion held with questions by Mayor Higgins. Roll Call: Unanimous

Director’s Report – Report reviewed, moved by Scott McDonald, seconded by Mayor Higgins. Mr. Hall responded to the matter of grounds for seeing-eye dogs and therapy dogs in relationship to incident. The Director will modify the report regarding specific points of clarification. All in Favor

House – Reported by Ron Duryea that the heat is off; corner lights need to be replaced - \$68.34 per case at Home Depot; timing of lights have been addressed as well. Committee Chair is

seeking the availability to come up and help put out items for Bulk Pick-up Day (time of work is about 6 PM on Thursday, 3rd May). If persons are available on Thursday afternoon, we have permission to put items from the shed out a little earlier that have been identified as trash (other items with handled as directed, i.e. special disposal)

Policy – Still working on many items.

Unfinished Business

1. Capital Funding wording still being worked on by Mayor Higgins and Mr. Hall
2. Calibri Cover Machine – Why cost presented from Library and the “counter’ from the Board of Education
3. Fire and Police Safety Drills and “You are Here” Maps must be scheduled and completed
4. Still working on Passport Services

New Business

1. Library’s Open Access to Board of Trustees Meetings. Cannot keep door closed, yet do not want to disturb patrons. Must allow public in so will post a note on the door and set up chairs in the back of the meeting room
2. Washington Library being open to Party Packages. Mr. Hall will turn over to Risk Manager.

*the goal of programs, additional programs and events is to bring in revenue to the Library in order to add services to the Library.

** in response to ideas about services, Mr. Hall referred to the Community Assessment Survey with Family Guidance Center. Board President forwarded contact information to Director (J. Gleba has been working with Library Staff in order to survey patrons and community members as to services liked, suggested changes and needs)

3. John Valentine, Board Treasurer, (arrived at 8:40 PM) reported that the meeting with the Rotary Club was a great opportunity to help Friends of the Library (FOL) connect and find support. DJ from Wells Fargo – assessed the needs for Friends. Letter of need for Treasurer generated and sent to local CPA’s. We are hoping for a response. Max of 20 hours per year. Also looking for ‘Friends’ membership.

With no further business, moved by Scott McDonald, seconded by John Valentine to adjourn the meeting. Meeting was adjourned at 19:17 hours.