

MINUTES

WASHINGTON PUBLIC LIBRARY
20 West Carlton Avenue
Washington, NJ 07882
(908) 689-0201

Monday, July 26, 2021 7:00 PM

- I. **CALL MEETING TO ORDER/COMPLIANCE WITH THE SUNSHINE LAW:** Secretary Ian Watts called the regularly monthly meeting of the Washington Public Library Board of Trustees to order via Zoom call at 7:00 PM and read the Open Public Meeting Act.
- II. **DECLARE A QUORUM:** Ian declared a quorum.
- III. **ROLL CALL:** Ian Watts, John Valentine, Tristan LaFerriere, Frank May, and Jackie Nassry were present. Ethel Conry joined to represent Mayor Higgins. Rosemarie Rosati was not present.
- IV. **APPROVAL OF THE MINUTES:** John motioned to approve the minutes for the Regular Monthly Meeting held on May 24, 2021. Frank seconded, and Ian Watts and Tristan LaFerriere agreed. Ethel and Jackie abstained. There were no minutes to approve for the June meeting, as we were unable to reach a quorum to do business at that time.
- V. **PUBLIC COMMENT/PRESENTATION:** As there were no guests either in person or on Zoom to comment, John moved to close this section of the meeting. Ethel seconded and was supported by Frank, Ian, Tristan, and Jackie.
- VI. **COMMUNICATIONS:** No presentation or communication was made to the board by library staff at this session.
- VII. **REPORTS:**
 1. President's Report: There was no president's report as Rosemarie Rosati is out of town and not able to join this evening.
 2. Treasurer's Report: John Valentine advised there was no changes to the library's finances since we last met.
 3. Director's Report: There was no director's report as the position is still vacant. There have been no applicants for the position so far.
 4. Committee Reports
 - a. Finance Committee: There was no report from this committee as Rosemarie was not present.
 - b. House Committee: Ian Watts noted that the DPW took care of the leak from the ceiling in a timely fashion and extended his thanks to the boro government. Ethel noted that she would have Mayor Higgins send Ian Watts the contact info for an inspector from the DPW so we could do a walk-through and inventory of all possible repairs that may need to be performed on the library building in the near future.
 - c. Policy Committee: There was no report from this committee as Rosemarie was not present.
 - d. Friends of the Library: John reported that Donna with the FOTL is working on the Tricky Tray event for the library on September 18, 2021. At present preparations are going well.
 - e. Social Media & Communication: Frank noted that he is still looking to collaborate with incoming clerks to develop content to promote the library's services. Ian Watts noted that we would share the names and working hours of the clerks with him once they were hired.

VIII. OLD BUSINESS:

1. John motioned to adopt the updated library board by-laws. Tristan seconded and was supported by Frank May, Jackie Nassry, John Valentine, and Ian Watts. Ethel abstained.
2. Tristan motioned to formally adopt the in-house budget for the library now that the borough has completed their own budget process. Frank seconded and was supported by Jackie Nassry, John Valentine, and Ian Watts. Ethel abstained.
3. John Valentine noted that he would try to locate the memorandum of understanding previously agreed to between the library and the Friends of the Library organization. The board would like to review the memorandum to determine if it may need to be updated or altered to better reflect current circumstances. John said he would try to bring it to the next meeting for review.

IX. NEW BUSINESS: John motioned that the library board pursue a grant with the federal government that would allow the library to obtain wi-fi mobile hotspots via a contract with T-mobile, as long as the grant covered the cost of the service, and it did not add to the library's budget. Frank seconded the motion and was supported by Tristan, Jackie, and Ian Watts. Ethel abstained.

X. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS: There was no further comments or business.

XI. EXECUTIVE SESSION (as needed): No executive session was necessary.

XII. ADJOURNMENT: John motioned to adjourn the meeting at 7:47 PM. Ethel seconded the motion and was supported by all other members of the board.

Ian Watts
Secretary

Cc: Board of Trustees (7) Washington Public Library
Tracy Quamme, Clerk