

WASHINGTON PUBLIC LIBRARY
Minutes of the Regular Monthly Meeting
Library Board of Trustees
January 25, 2021

MINUTES

I. CALL MEETING TO ORDER/COMPLIANCE WITH THE SUNSHINE LAW:
Rosemarie Rosati, President, called the regular monthly meeting of the Washington Public Library Board of Trustees to order via Zoom call at 7:06pm and read the Open Public Meeting Act.

II. DECLARE A QUORUM: Rosemarie Rosati declared a quorum.

III. ROLL CALL: Deputy Mayor Ethel Conry, John Valentine, Frank May, Jaymie DeWitt, Ron Duryea, and Rosemarie Rosati.

Absent: Jaqueline Nassry.

Also in attendance: Usha Thampi-Lukose, Library Director

IV. APPROVAL OF THE AGENDA: With no modifications needed, Rosemarie Rosati declared the agenda approved.

V. APPROVAL OF THE MINUTES: A motion was made by John Valentine and seconded by Ron Duryea to approve the minutes of the Washington Public Library Board of Trustees meeting held on December 21, 2020. Approved with four (4) ayes. Deputy Mayor Conry abstained.

VI. PUBLIC HEARING/AUDIENCE: Rosemarie Rosati opened up the audience portion of the meeting. With no one from the public on the Zoom call, this portion of the meeting was closed at 7:11PM

VII. COMMUNICATIONS:

2 letters of resignation – Laura Werner and Joe Carey. Interviewing is complete and Barbara is doing background checks.

VIII. REPORTS:

1. **President's Report** – None.

2. **Treasurer's Report** –

a. Costs of Smartpay – new annual subscription of \$499. Pay fines online. Possible to have FoL pay this moving forward.

b. Media charge \$600 – website updates from FoL tab

- c. Ron Duryea raised question of addressing Non-Resident Fees. Usha and Rosemarie will compile information for discussion next meeting.
- d. Ron moved to approve the Treasurer's report. Jaymie seconded.

Roll call: Deputy Mayor Ethel Conry - abstain, John Valentine - yes, Frank May - yes, Jaymie DeWitt- yes, Ron Duryea - yes, and Rosemarie Rosati - yes.

3. Director's Report

Full report distributed. Highlights include:

Petty Cash needs to be approved. 2021: \$75 petty cash; \$20 cash register; \$55 cash box (total amount =\$150.00). Ron moved to approve the petty cash for 2021; John seconded. Roll call – all yes.

Brainfuse – online tutoring/homework help. Available for free through the state library February 1 – June 15, 2021

Jerseyconnect: new free service – Remote access; looking for help in working remotely.

Rosemarie asked about Director's metrics provided. Need to revisit to understand how the numbers are obtained.

Report approved; motion by Ron, seconded by Rosemarie. All approved.

4. Finance Committee:

Jaymie Reported on what was presented to the Boro Council as request for additional funds beyond the 1/3 mil. Request will be taken into consideration as the boro finalizes their 2021 budget. A 2021 Strategic Plan was committed as part of our financial request.

5. **House Committee:** Follow up on status cameras
6. **Policy Committee:** Jaymie redid the bylaws and will distribute; Need to tackle Strategic Plan.
7. **Friends of the Library:** John has been calling the IRS to determine status of the FoL non-profit status.
Additional TrickyTray is being planned.
John would like to do book sales via Amazon.
8. **Social Media:** Frank would like to pursue fundraising through social media.
E.g. A Go Fund me or Patreon account.

IX. OLD BUSINESS:

Audits: getting scheduled for June/July; Nisivoccia is who performs the audit.

X. NEW BUSINESS:

Next Month we will look at non-resident fees.

XI. **EXECUTIVE SESSION** (as needed): None.

XII. **COMMENTS, ANNOUNCEMENTS AND OTHER BUSINESS:**

Ian Watts would like to be appointed to the library board; volunteer link was not working.

XIII. **ADJOURNMENT:** There being no further business, Rosemarie announced the adjournment of the meeting at 7:59 PM.

The next regular monthly meeting of the Washington Public Library, Board of Trustees, will be held on Monday, February 22, 2021 at 7 PM.

Respectfully submitted,
Jaymie DeWitt – Secretary