

W.H. Walters Free Public Library
1001 East Boulevard
BOARD OF TRUSTEES MEETING
Date September 9, 2019

The Board of Trustees Meeting for September 9, 2019 was called to order at 7:00pm in the library.

Present at the meeting was Seth Cohen, Jarrod Dech, Patrick McHenry, Steve Noll, Christina Smith and Carla Roselle. Mayor Craig Dunwell was excused from the meeting.

Open Public Meeting Notice was read by the President and all stood for the Flag Salute.

Agenda Approved – Motion was made by Christina Smith to approve the regular September 9, 2019 Meeting Agenda. The motion was seconded by Patrick McHenry. All Approved.

Minutes Approved – Motion was made by Christina Smith to approve the regular meeting minutes from the July 8, 2019. The motion was seconded by Jarrod Dech. All approved.

-Motion was made by Patrick McHenry to approve the regular meeting minutes from August 12, 2019. The motion was seconded by Christina Smith. All approved.

Guest Speakers – None

Opportunity for Public Comments – None

President's Report – Steve Noll

.President Steve Noll read Dawn Marie Kondas's resignation letter from August 13, 2019. Motion was made by Seth Cohen to approve the resignation letter from Dawn Marie Kondas(attached). The motion was seconded by Patrick McHenry. All approved. Dawn Marie Kondas's resignation from the Library Board of Trustees was official on September 9, 2019.

.Mr. Noll then read his final corrections for the Board of Trustees By-Laws. A motion was made by Seth Cohen to approve the Board of Trustees By-Laws as presented. Christina Smith seconded the motion. All approved.

.The Board discussed the possibilities and reasoning for moving the Library Board of Trustees meeting from the 2nd to 3rd Monday of the month. Seth Cohen made a motion to move the Library Board of Trustees meeting from the 2nd to the 3rd Monday of each month, effective January 1, 2020. Christina Smith seconded the motion. All approved.

Treasurer's Report – Steve Noll & Carla Roselle

.President Noll discussed the need to Amend the budget to accomodate a few areas we are short in. Carla Roselle discussed the addition of \$98.54 allocated in 3 different accounts. Carla discussed the money will be taken from the Library's saving account. Carla requested adding \$50 to account 7010 (Book/Periodicals), \$12 to account 7050(Movie License) and

\$36.54 to account 8800 (Travel Expenses). She explained her reasoning using the Budget vs. Actual numbers. The library was already at 0\$ left for the Books/Periodicals. The Movie License bill came in at \$312 and the budget only accounted for \$300. The travel expense was already over budget because of Carla's trip to Hacketstown for a training seminar.

Seth Cohen made a motion to amend the budget, adding a total of \$98.54, to be allocated to accounts 7010(\$50), 7050(\$12) and 8800(\$36.54). The motion was seconded by Patrick McHenry. Seth Cohen - Yes, Jarrod Dech - Yes, Patrick McHenry-Yes, Steve Noll-Yes, Christina Smith-Yes.

Seth Cohen made a motion to transfer \$98.54 from the Library Savings Account to the Library's Operating Budget Account(acct # 5400). The motion was seconded by Christina Smith.

Seth Cohen-Yes, Jarrod Dech-Yes, Patrick McHenry-Yes, Steve Noll-Yes, Christina Smith-Yes.

Steve Noll presented the Bill List for September 1-6, 2019, showing 5 bills totaling \$881.10.

Christina Smith made a motion to approve the Bill List as presented(attached). Seth Cohen seconded the motion. Seth Cohen-Yes, Jarrod Dech-Yes, Patrick McHenry-Yes, Steve Noll-Yes, Christina Smith-Yes.

Carla Roselle presented the Budget vs. Actual. She stated that the Borough did cut the Library a check for \$903.59, which was owed, but is not in the Financial Report for this month.

Seth Cohen made a motion to approve the Financial Report as presented. The motion was seconded by Patrick McHenry. Seth Cohen-Yes, Jarrod Dech-Yes, Patrick McHenry-Yes, Steve Noll-Yes, Christina Smith-Yes.

Correspondence – None

Librarian Director's Report – Carla Roselle

Carla Roselle presented the Library's yearly report, showing an addition of 9 new members and 86 children, 31 young adults and 43 adults attended programs throughout the month of August. She stated that she completed the Library's Annual Survey which will entitle the Library to free materials such as banners, posters etc... Carla then discussed new programs that she is putting together for the upcoming fall months. Some of the programs she discussed were "Breathe, Stretch, Relax", "Meditation", "Book Club" and "Writers Club".

Mayor's Report – Mayor Craig Dunwell

-No Report.

School Principal's Report – Seth Cohen

-Seth Cohen discussed the upcoming "Back to School Night" on the 18th and will be held at the school. He confirmed that the School's Security Upgrade is now completed and in effect. He finished by stating the staff at the school is continuing their training for the School's Software Program and also completing Web-Site Training for the school's website.

Committee Report – Patrick McHenry and Christina Smith (Library Director's Evaluation Report)

Patrick McHenry stated that no progress was made since last month. Patrick McHenry made a motion to suspend the committee. Seth Cohen seconded the motion. All Approved.

Seth Cohen made a motion to approve all Committee Reports as presented. Patrick McHenry seconded the motion. All Approved.

Opportunity for Public Comments -

None

Old Business -

.Steve Noll stated that the Minutes of 2016 were still pending.

.Carla Roselle stated that the new monitor in the library has been purchased and installed.

.Carla discussed the Power Failure and Security issue on locking doors. She worked with Cooper to show her how to disconnect the system to manually lock doors. Seth Cohen asked if we could somehow recognize Cooper for his work and help with the Borough and Alpha School.

.Carla stated the Book/DVD sale is continuing.

.Carla reported that there has been no need for adjustment to the library hours at this time.

.Carla stated that the Audit is in the review stage.

New Business –

Steve Noll made a motion to elect Christina Smith as the Library Treasurer. The motion was seconded by Seth Cohen. All Approved.

Steve asked Carla to drop off Dawn Marie Kondas and add Christina Smith to the Library Signature Card.

The next Board meeting will be held on Monday, October 14, 2019 at 7:00 pm in the Library.

Christina Smith made a motion to adjourn the meeting. Patrick McHenry seconded the motion. All Approved. The meeting ended at 7:35 pm.

.