

W.H. Walters Free Public Library
1001 East Boulevard
Alpha, NJ 08865
BOARD OF TRUSTEES MEETING
Date August 20, 2018

The Board of Trustees Meeting for August 20, 2018 was called to order at 7:00 p.m. in the Library.

-Present at the meeting was Steve Noll, Seth Cohen, Jen Gable, Lisa LaCaruba, Carla Roselle and Mayoral Alternate Tracy Grossman.

Mayor Dunwell was Excused.

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

Agenda Approved – Motion made by Seth Cohen and seconded by Jen Gable. All approved.

Minutes Approved – There were two sets of minutes for approval, June 11 and July9, 2018. Lisa LaCaruba had corrections she wanted stated in the minutes and they were noted by Board President Noll who said he would make those corrections and forward the corrected copies to Carla Roselle to add to the Minutes folder.

Motion to approve minutes as corrected was made by Jen Gable and seconded by Seth Cohen. Seth Cohen, Jen Gable, Lisa LaCaruba and Steve Noll approved. Tracy Grossman Abstained. Minutes passed.

Guest Speakers- None

Opportunity for Public Comments- None

President's Report - Steve Noll

Steve Noll stated that the security plan and active shooter class for the Library and Municipal building would be held on Thursday, August 23, 2018 at 3:00pm in the Town Council Chambers. Steve Noll asked Seth Cohen to consider adding a School Alternate to attend meetings in his absence. He said the Steward Davis would be the primary alternate with Kim Wiess as a secondary. Board President Noll again asked the Board to consider possible candidates to fill the two vacancies currently on the Board. Consideration to vote on a Board Secretary was tabled until additional personnel are appointed to the Board.

Treasurers Report – Jen Gable

Action on Bills:

There were six checks for July totaling \$1,494.65. Motion to approve and pay all bills was made by Seth Cohen and seconded by Steve Noll. All Approved.

The current year to date financial report was reviewed. Jen Gable also apologized for not getting the salary budget numbers from the town CFO. She said that she missed getting those numbers because she

just returned from vacation, but would have them available for our next meeting. Motion to approve the financial report was made by Seth Cohen and seconded by Lisa LaCaruba. All approved.

Correspondence – None

Librarians Report – Carla Roselle

Ms. Roselle stated that 7 new Library patrons have been added. She said the grant for non-fiction books has been submitted. Carla said that a class on meditation would be held in the Library on Saturday, September 8, 2018 at 10:00am. If attendance is good, the instructor will consider using the Library for future classes. Carla also asked that a copy of the Town Council's approval to continue paying for the Library's utilities should be put in our meeting folder. Board President Noll said he would get a copy of the Town minutes to support that Council approval. Carla said the current copier is having significant maintenance issues and asked the Board to consider getting a new copier. Toshiba will install a new copier, however, they are asking for a 63 month contract. No additional costs are involved. Motion was made by Steve Noll and seconded by Seth Cohen to have Carla proceed with the replacement of the copier. All Approved. Finally, Carla Roselle recommended that the Library recorder be retained in the Library until she had the recording for the minutes successfully copied to the Library computer. Once the recording was copied, the secretary could then obtain the recorder and produce the minutes in hard copy for the meetings folder. All approved and that procedure was instituted effective for this meeting.

Mayor's Report – Mayoral Alternate Tracy Grossman – Councilwoman Grossman commented on the issue of Fobs being installed on the Library doors (inside door in hallway and exterior door side entrance). She said she would provide a copy of the estimate from Cooper's to show that the Library was included in the installation of the Fobs and that they would be independent from the system installed for the Municipal Building. On Tuesday, August 21, 2018, she sent an email to the Library Board members with the attachment of the quote from Cooper's for Fob installation. Follow-up will be directed to Cooper for specifics as to when this installation may be completed. Carla Roselle asked if getting a replacement blind for the side entrance door is something the DPW personnel could install. Councilwoman Grossman said she would contact them to have that replaced.

School Principal Report -Seth Cohen

Principal Cohen stated that the Alpha School has received the Maker Space and an engineer would be at the school on Saturday, August 25 to set up the system. He also stated that the school library will become the media center at the school this coming school year. He said that the Score Report would be on Tuesday, October 2, 2018.

Committee Reports - None

Motion to approve all committee reports was made by Seth Cohen and seconded by Jen Gable. All Approved.

Old Business –

Missing Minutes from 2016 could not be addressed because Mayor Dunwell is on vacation in the Ukraine. By-Laws are still on hold pending the appointment of two additional board members..

New Business—Seth Cohen said he would not be available for the September meeting; however, one of his alternates would attend.

The next meeting will be September 10, 2018 at 7:00 pm.

A motion to adjourn was made at 7:44pm by Jen Gable and seconded by Lisa LaCaruba. All approved.

Respectfully submitted by Steve Noll