

W.H. Walters Free Public Library
1001 East Boulevard
Alpha, NJ 08865
BOARD OF TRUSTEES MEETING
Date December 10, 2018

The Board of Trustees Meeting for December 10, 2018 was called to order at 7:01pm in the Library.

Present at the meeting was Steve Noll, Seth Cohen, Mayor Dunwell, Jen Gable, Lisa LaCaruba, Patrick McHenry, and Carla Roselle.

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 – The minutes for November 19, 2018 were available for review and approval. Mayor Dunwell stated that we are too detailed in the way our minutes are recorded. Discussion was made by members of the Board and details will be used when necessary to clarify intent of the Library Board. Retention of audio minutes will be looked into. Motion was made by Lisa LaCaruba and seconded by Seth Cohen to approve November 19, 2018 minutes. Steve Noll, Lisa LaCaruba, Jen Gable, Patrick McHenry and Seth Cohen approved. Mayor Dunwell voted No. Motion Carried.

Guest Speakers- None

Opportunity for Public Comments- Councilman Cartabona related to the Library Board that he had the DPW personnel install the missing shade on the Library's side door. He also asked how the Library's were backed up, whether in the "Cloud" or on disc. Carla stated that we are using the disc (Flash Drive) to back up minutes. All other computer are reset when shut down because of their age.

President's Report - Steve Noll

Steve Noll reported that he visited the Alpha School to overview of Lenape Indian lifestyle on November 27. Then at 5:00pm, he presented a program in the Library of six or seven short video clips of the Lenape lifestyle and discussion of each video clip. Five adults and eight children were at that presentation. Library Board trustee positions were direct to Mayor Dunwell with Dawn Marie Kondas still pending. Steve then read the resignation letter from Jen Gable because she will be assuming the duties of Councilwoman on January 1, 2019. The effective date of the letter is December 11, 2018. Motion was made by Steve Noll and seconded by Mayor Dunwell. All approved. Discussion was made regarding quarterly payments of Library Tax levy to the Library Board and audit findings. The Board decided that the Borough will retain the quarterly tax levy to use for the director's payroll and expenses and turn over any unused portion to the Library at the end of that quarterly period. Motion was made Seth Cohen and seconded by Mayor Dunwell to approve this option. All Approved.

Treasurers Report – Jen Gable

Action on Bills:

There were four bills to be paid totaling \$1,710.19. Motion to approve and pay the bill was made by Mayor Dunwell and seconded by Seth Cohen. All Approved.

Financial report was reviewed. Motion to approve the financial report was made by Seth Cohen and seconded by Jen Gable. All approved. Library audit was discussed. Motion to approve audit was made by Lisa LaCaruba and seconded by Jen Gable. Steve Noll, Jen Gable, Patrick McHenry and Lisa LaCaruba voted Yes, Seth Cohen Abstained, and Mayor Dunwell voted No. Motion Carried.

Correspondence – None

Librarian’s Report – Carla Roselle

Ms. Roselle stated that 2 new Library patrons have been added. She said the NASA program went well again and the meditation class was once again offered based on positive feedback from patrons. A Tai Chi class will be held in January with date yet to be determined. She said she has received a \$3,000 grant for children’s non-fiction books and detailed account must be kept for this grant.

Mayor’s Report –No report, but the Mayor did ask for clarification on the building security plan and who should have this training. Steve Noll explained that for building security and possible action that may have to be taken, all building employees, and the Borough Council members should be given this training so everyone knows what to do. The Mayor said he would address the Police Chief at the next Council meeting.

School Principal’s Report -Seth Cohen said the parent conference schedule has been changed and has been well received. A parent internet safety class will be held on December 17 at 7:00pm. The school security upgrades didn’t work, however they spent just over \$34,000 to get upgradable cameras, recording systems and hard drive. There is a new music teacher and all concerts and related events have gone very well.

Committee Reports - None

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

Old Business –

There is no change for the missing Minutes from 2016. By-laws and secretary position are again tabled until we have a full Board. One recommended trustee candidate is still pending and as of January 1, 2019 there will be three positions to be filled. Municipal building security was previously addressed and Steve Noll thanked Councilman Cartabona for having the security blinds installed on side entrance door.

New Business– The Mayor stated that the Borough will be replacing the fence at the school when all the Borough fences are replaced and the drainage issue behind the school will be addressed in the next budget because that area is actually Frace Street. A temporary budget of \$20,000 was suggested to carry

the Library until the final 2019 budget is approved. Jen Gable made a motion for \$20,000 and seconded by Seth Cohen. All Approved

The next regular meeting and re-organization meeting will be January 14, 2019 at 7:00 pm.

A motion to adjourn was made at 8:02pm by Seth Cohen and seconded Jen Gable. All approved.

Respectfully submitted by Steve Noll