

W.H. Walters Free Public Library

1001 East Boulevard

Alpha, NJ 08865

BOARD OF TRUSTEES MEETING

Minutes for May 18, 2020

Under the guidance of executive order number 107 from the Governor of the State of New Jersey, due to the COVID-19 pandemic, this regular meeting of the W.H. Walters Free Public Library Board of Trustees was held as a virtual meeting using the audio-video service Zoom on April 20, 2020. Notice of virtual meeting was advertised and posted with 48 hours' notice by the Library Director on the Library's website and on the front and rear entrance doors to the Library, including how the public may attend, observe, or otherwise participate in said virtual meeting.

The Board of Trustees Meeting for May 18, 2020 was called to order by Patrick McHenry at 7:11 pm via Zoom.

Present at the meeting was Seth Cohen, Tammy McGee, Steve Noll, Patrick McHenry, Christina Smith, Carla Roselle, and Mayor Craig Dunwell. Jarrod Dech joined the meeting at 7:12 pm.

Open Public Meeting Notice was read by Patrick McHenry. There was no flag to salute; the Pledge of Allegiance was not recited.

Agenda Approved – It was noted that agenda read February 10, but should read May 18. Patrick McHenry stated it was being corrected. Motion made by Seth Cohen to approve the regular, May 2020 Meeting Agenda. The motion was seconded by Tammy McGee. All approved.

Minutes Approved – Seth Cohen made a motion to approve the regular meeting minutes for April 20, 2020. The motion was seconded by Steve Noll. All approved.

Guest Speakers- None

Opportunity for Public Comments - No public attendance.

President's Report – Noting to report.

Treasurer's Report – Check for \$165 for Bookkeeper; Check for \$124.56 to Toshiba. Only other payment was for Librarian salary.

Motion to approve Bills/Checks for May 2020 was made by Steve Noll and seconded by Seth Cohen. A roll call vote was taken and all approved.

Motion to approve Financial Report for May 2020 made by Seth Cohen and seconded by Tammy McGee. A roll call vote was taken and all approved.

A motion to approve the budget was made by Steve Noll and seconded by Seth Cohen. A roll call vote was taken. Seth Cohen, Jarrod Dech, Tammy McGee, Patrick McHenry, Steve Noll, and Christina Smith all approved. Craig Dunwell opposed.

Correspondence – No correspondence.

Internal Library Committee Reports - no committees have been formed

Library Director's Report – Carla Roselle reiterated how our focus needs to be on maintaining safety for patrons as well as staff once we reopen. She has been staying up to date on recommendations from the State Library Board. There was a question as to who would be providing the library with PPEs, cleaners, and sanitizers, as well as options for computer and keyboard shields and/or cleaners.

Tentative plans for reopening:

Phase 1 for Library: during Phase 2 for NJ. Drop box for books; books will sit in box for 3 days before going back on shelf.

Phase 2 for Library: Curbside pickup for library items.

Phase 3 for Library: Limited opening to the Public; cannot happen until Governor allows. Limited hours for choosing books and checkout only; computers will not be in use and chairs will be removed to prohibit gathering.

Phase 4 for Library: fully open for use.

Options were discussed on how to safely allow computer usage (cleaners, wireless keyboards, keyboard covers).

Program Goals: no in-person programs until Phase 4 of Library opening is in effect. Virtual programs are now main focus. Many free classes being offered online via the library and some programs that offer for a fee, but fee may be able to be shared with neighboring libraries. Summer program theme is World Mythology: Fairytales and Folklore, but will now have to include take-home activities.

Mayor's Report – Borough budget has been introduced with no tax increase. Meetings for mayors with the County will start to increase in frequency as the state moves to reopen.

School Principal's Report – Not much specific guidance coming from Governor. Expect to open for new school year, but prepare for alternatives. Expecting state aid cut for school.

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

Opportunity for Public Input - no public in attendance.

Old Business – Minutes from 2016 will be continued to be tabled pending Mayor’s submission of written minutes.

New Business – no new business.

The next regular meeting will be held virtually on June 15, 2020 at 7:00 pm.

A motion to adjourn was made at 7:57 pm by Christina Smith and seconded Patrick McHenry. All approved.

Respectfully submitted by Tammy McGee