

W. H. WALTERS FREE PUBLIC LIBRARY  
1001 EAST BOULEVARD  
ALPHA, NJ 08865  
BOARD OF TRUSTEES REORGANIZATION MEETING AGENDA  
DATE: JANUARY 24, 2022

- **The Board of Trustees Reorganization Meeting for January 24, 2022 is called to order at 7:00 p.m. on a virtual forum**

- **Roll Call is taken and a Quorum is declared.** (P=present; A=absent; E=excused)

Seth Cohen \_\_\_\_\_ Craig Dunwell \_\_\_\_\_ Tammy McGee \_\_\_\_\_  
Patrick McHenry \_\_\_\_\_ Laurie Cartabona \_\_\_\_\_ Christina Smith \_\_\_\_\_

Carla Roselle \_\_\_\_\_

Mayoral Alternate TBD \_\_\_\_\_  
School Alternate TBD \_\_\_\_\_

- **Reading of the Open Public Meeting Notice by the President**

Adequate notice of the meeting has been provided in accordance with NJ Open Public Meetings Act with the publishing of the annual calendar on our Library Bulletin Board, in the Star Gazette, on our website <http://alphapubliclibrary.com/> and in the Library.

- **Flag Salute – please stand**

- **Opening Business:**

- **Resignation Letter for Laurie Cartabona**

- **Administration of the Oath of Office to new Trustees**

- **Change in Bylaws to allow the President to seek additional terms.**

- **Library Officer Nominations/Vote**

- **President** \_\_\_\_\_

- **Vice President** \_\_\_\_\_

- **Treasurer** \_\_\_\_\_

- **Secretary** \_\_\_\_\_

- **Motion to approve Agenda** motion \_\_\_\_\_ second \_\_\_\_\_

- **Annual Review of Bylaws and Policies for 2022**

- **Committee Responsibilities – (can be done if President is nominated and**

approved)

•Building and Technology\_\_\_\_\_

•Books and Programs\_\_\_\_\_

•Membership and Publicity\_\_\_\_\_

•Special Committee\_\_\_\_\_

• Resolutions, Adoptions and Appointments:

•Resolution 2022-01 for Schedule of meetings for 2022. Director will post meeting dates on bulletin board and update website

•Resolution 2022-02 for Wats, Tice & Skowronek as legal counsel for the library for 2022 at the hourly rate of \$180.00

•Resolution 2022-03 for The Express-Times NJ Zone and/or The Star-Ledger as the newspapers in which all legal notices pertaining to the library will appear

•Resolution 2022-04 for temporary budget amount of \$19,211.00

•Resolution 2022-05 for hourly rate for auditor to \$2,080

•Resolution 2022-06 for Board Treasurer to pay bills up to \$3,000.00 if scheduled meeting is canceled.

•Appointment of Library Director Carla Roselle at a salary of \$54,914.56

•Appointment of Stocker Tax Services as library bookkeeper at \$50.00/hour, max of 2.5 hours per month

•Appointment of EMC2, as IT Support Services as contracted for \$85.00 an hour

•Establishment of petty cash fund at \$200.00

•Establishment of change fund for 2022 at \$40.00

•Mileage Reimbursement- The Board of Trustees agree to establish a policy that the mileage reimbursement rate for employees on Library business will be based on the IRS standard mileage rate. The current rate for 2022 is 58.5 cents per mile.

•Bank Designation is PNC BANK, as depository of the library's funds.

•Next Reorganization Meeting January 23, 2023.

•Adjournment of Reorganization.