

W. H. Walters Free Public Library
1001 East Boulevard
Alpha, NJ 08865

BOARD OF TRUSTEES REORGANIZATION MEETING MINUTES

Date: January 22, 2024

- The Board of Trustees Reorganization Meeting for January 22, 2024 is called to order at 7:03 p.m. in the Library.

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

Susan Billera P Seth Cohen P Tammy McGee P Stephen Noll P
Joseph Schocko E Vacant Vacant

Holly Thomas P

Mayoral Alternate

School Alternate

- 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 Express Times, on our website <http://alphapubliclibrary.com/> and in the Library.

- Flag Salute – please stand

- Library Officer Nominations/Vote

- President Stephen Noll Motion-Seth Cohen 2nd- Tammy McGee

- Vice President table

- Treasurer Tammy McGee Motion-Seth Cohen 2nd-Steve Noll

- Secretary Susan Billera Motion-Seth Cohen 2nd-Tammy McGee

- Motion to approve Agenda Motion Seth Cohen Second Susan Billera

- Annual Review of Bylaws and Policies for 2024 -table

- Committee Responsibilities – (can be done if President is nominated and approved) as needed

- Building and Technology

- Books and Programs

- Membership and Publicity

- Special Committee

- Resolutions, Adoptions and Appointments:

- Resolution 2024-01 for Schedule of meetings for 2024. The director will post meeting dates in the newspaper, on library bulletin board, and the website.

- Resolution 2024-02 for Trinity & Farsiou LLC (Steven D. Farsiou Esq), as legal counsel for the library for 2024 at the hourly rate of \$185.00.
- Resolution 2024-03 for the Express Times and/or the Star Ledger as the Newspapers in which all legal notices pertaining to the Library will appear.
- Resolution 2024-04 for Temporary Budget of \$20,269.00.
- Resolution 2024-05 for Suplee, Clooney & Company for library Auditor for 2024 at the yearly rate of \$2450.00.
- Resolution 2024-06 for Board Treasurer to pay bills up to \$3500.00 if scheduled meeting is cancelled or between regular meetings.

All resolutions approved- Motion- Seth Cohen 2nd- Tammy McGee

- Appointment of Library Director Holly Thomas for 2024 at an hourly rate of 25.75.
- Appointment of Stocker Tax Services as Library Bookkeeper for 2024 at \$50/hour, max of 2.5 hours per month.
- Appointment of EMC2 as IT Support services for 2024 as contracted at \$95.00 per hour.
- Establishment of petty cash fund for 2024 at \$200.00.
- Establishment of change fund for 2024 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 2024 is 67 cents/mile.
- Bank Designation – Designation of PNC Bank, as depository of the Library’s funds.

All Appointments/fund/reimbursement/bank designation approved -motion- Seth Cohen 2nd- Susan Billera

- Next Reorganization Meeting: January 20, 2025 at 7:00pm.
- Adjournment of Reorganization. Motion___Seth Cohen_____ Second___Tammy McGee_____ Time_7:14 pm_____