

FLORHAM PARK FREE PUBLIC LIBRARY BOARD OF TRUSTEES

January 16, 2023 MINUTES

I. Call to order: 7:00pm. Sunshine law obligations met.

Present:

Mayors Rep (J. Marchal)	Y
School Board (J. Stumpf)	N
N. Aravecz Shah (Director)	Y
L. Gaydosh	N
J. Guerin	Y
T. Michalowski	Y
D. Rose	Y
S. Saul	Y

Public Comments: None.

Election of Officers.

N. Shah called for nominations for Board officers for 2023. The following Board members were nominated:

President: D. Rose

Nominated by: S.Saul Second: T. Michalowski

Rose elected unanimously.

Treasurer: J. Guerin

Nominated by: T. Michalowski Second: S. Saul

Guerin elected unanimously.

Secretary: L. Gaydosh

Nominated: S. Saul Second: J. Guerin

Gaydosh elected unanimously.

Pres. D. Rose appointed following Board committees:

Personnel: J. Guerin (chair); L. Gaydosh; D. Rose Planning: D. Rose (chair); J. Guerin; L. Gaydosh Policy: S. Saul (chair); T. Michalowski; J. Stumpf All appointments accepted by Board as nominated.

Annual Resolutions

Motion to adopt Resolution 2023-0.1 Authorized Banks Authorized Banks New Jersey Cash Management Fund M & T Bank Blue Foundry

M&T Bank Account #

Regular Savings 15004237951600 Special Savings 15004237958606 Love Savings 15004237950107 Ritzer Savings 15004237949762 Checking Account 207300184 Blue Foundry Bank Account #Sun Account 3395080

NJ Cash Management Fund Account #

Regular Savings 000096830-171 Special Savings 000099393-171 Love Savings 000099385-171 Ritzer Savings 000099406-171 Cunningham Savings 000108863-171 Sun Savings 000151573-171 Capital Savings 000151572-171 Bequest Savings 000152323-171 Salvato Savings 000156388-171

Motion to adopt Resolution 2023-01

Authorizing Non-Fair and Open Contract for Books and Collection Materials - Baker & Taylor

Motion: S. Saul Second: T. Michalowski

Motion carried unanimously.

Motion to adopt Resolution 2023-02

Authorizing Non-Fair and Open Contract for Books and Collection Materials – Overdrive.

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

Motion to adopt Resolution 2023-03

Authorizing Non-Fair and Open Contract for Books and Collection Materials – Ingram Content Group LLC

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

Motion to adopt Resolution 2023-04

Authorizing Non-Fair and Open Contract for Books and Collection Materials – Amazon,com, Inc.

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

II. Motion to accept Minutes of December 19, 2022 meeting accepted as presented.

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

- III. Correspondence: No correspondence.
- IV. Treasurer's Report:
 - A. Treasurer's Report as of December 31, 2022 accepted as presented.

Monthly Expenses: \$37,374.29
Account Balance: \$386,580.33

Motion: S. Saul Second: T. Michalowski

Motion carried unanimously.

- V. Consideration of Expenditures:
 - A. Motion to approve expenditures as of December 31, 2022 accepted as presented.

\$37,374.29 from Regular

\$ 0.00 from SUN

\$ 0.00 from LOVE

\$ 0.00 from Special (transferred to Regular)

Total \$37,374.29

Motion: J. Marchal Second: D. Rose

Motion carried unanimously.

B. Motion to approve expenditures as of January 16, 2023 accepted as presented.

\$ 5,550.96 from Regular

\$ 0.00 from SUN

\$ 0.00 from LOVE

\$ 0.00 from Special (transferred to Regular)

Total \$ 5,550.96

Motion: S. Saul Second: D. Rose

Motion carried unanimously

C. Motion to approve Proposed End-of-Year Budget Transfers

Motion: S. Saul Second: D. Rose

Motion carried unanimously.

D. Motion to adopt Resolution 2023-05

Authorizing the Year-End Transfer of Funds to the Capital Savings Account

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

E. Motion to adopt Resolution 2023-06

Authorizing the Planned Transfer of Funds to the Capital Savings Account

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

VI. Director's Report:

Director's Report accepted as presented.

New statistics format presented.

VII. Personnel Committee:

K. Dinneny receives 10-year service award, K. Bordenabe receives 5-year service award Staff performance reviews were completed. Director review completed. Director 2023 goal presented.

VIII. Policy Committee:

A. Plan to review meeting room policies, Code of Conduct

IX. Planning Committee:

A. Confirm Main Library Alliance Membership Agreement

Motion: J. Guerin Second: D. Rose

Motion carried unanimously.

2022 Library Usage Report presented

Discussion of heat map, circulation statistics, collection size

X. Old Business: No old business.

XI. New Business: No new business.

XIII. Adjournment

Motion to adjourn meeting at 7:56 pm.

Motion: J. Guerin Second: J.Marchal

Motion carried unanimously.

Respectfully submitted,

D. Rose