

## FLORHAM PARK FREE PUBLIC LIBRARY BOARD OF TRUSTEES February 20, 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	Y
J. Guerin	Y
T. Michalowski	Ν
D. Rose	Y
S. Saul	Y

Public Comments: None

II. Minutes of January 16, 2023 meeting accepted as presented.

Motion: L. Gaydosh Motion carried unanimously.

Second: D. Rose

## III. Correspondence

A. Email from Celine Fitzpatrick: "Fwd: Akhoury Room and Tai Chi".B. Letter of resignation from Sara Ketterer; resignation effective April 1, 2023 or sooner if replacement is hired and trained.C. Email from Jeffrey G. Stark: "Subject: Re: removal of late return fines".

## IV. Treasurer's Report:

A. Motion to accept Treasurer's Report as of January 31, 2023 as presented.

1.	Outstanding Commitments:	\$ 65,559.29
2.	Account Balance:	\$ 318,638.54

Motion: S. Saul Motion carried unanimously. Second: J. Guerin

B. Motion to accept 2022 Library Budget transfers. See Attachment 2.23-A.

Motion: J. Guerin Motion carried unanimously.

V. Consideration of Expenditures:

A. Expenditures as of February 20, 2023 accepted as presented.

\$ 65,559.29 from Regular \$ 0.00 from SUN \$ 0.00 from LOVE \$ 0.00 from Special Total \$ 65,559.29

Motion: J. Guerin Motion carried unanimously. Second: S. Saul

VI. Director's Report:

Accepted as presented.

VII. Personnel Committee:

No report. Director N. Shah is interviewing candidates to replace S. Ketterer.

VIII. Policy Committee:

A. Motion to approve "Meeting Room Policy".

Policy states:

1) qualifications group(s) must satisfy to reserve Akhoury and New Jersey meeting rooms (e.g., person sponsoring group must be resident of Florham Park);

2) procedures to be followed for booking meeting rooms (e.g. "Room booking requests must be submitted via an Application for Use Form ... and approved by the Library Director");

3) "Guidelines for Meeting Area Use" (e.g., "The Library staff is unable to set up and break down rooms". Groups needing this service must make note of this in their application- a fee may be charged.)

Motion: S. Saul Motion carried unanimously. Second: J. Marchal

B. Motion to approve "Sun Rooms" Policy.

Policy amendment: "Patrons may have one reservation per week".

Motion: L. Gaydosh Second: S. Saul Motion carried unanimously.

IX. Planning Committee:

Discussion of miscellaneous items, including new shelving.

X. Old Business:

No old business.

XI. New Business:

No new business.

Motion to adjourn 7:35pm

Motion: J. Guerin Motion carried unanimously. Second: L. Gaydosh

Respectfully submitted,

Louis R. Gaydosh Board Secretary