

WASHINGTON PUBLIC LIBRARY
Minutes of the Regular Monthly Meeting
Library Board of Trustees
March 22, 2021

MINUTES

I. CALL MEETING TO ORDER/COMPLIANCE WITH THE SUNSHINE LAW:
President Rosemarie Rosati called the regular monthly meeting of the Washington Public Library Board of Trustees to order via Zoom call at 7:04PM and read the Open Public Meeting Act.

II. DECLARE A QUORUM: Rosemarie Rosati declared a quorum.

III. ROLL CALL: Mayor David Higgins, John Valentine, Jaymie DeWitt, Frank May, Ian Watts, and Rosemarie Rosati.

Absent: Jaqueline Nassry

Also in attendance: Usha Thampi-Lukose, Library Director and Tracy Quamme, Account Clerk.

IV. APPROVAL OF THE AGENDA: Mayor Higgins noted that the Date of Meeting Call to Order needed to be updated. Rosemarie Rosati made the motion that the agenda be approved, and Jaymie DeWitt seconded the motion. The motion passed with all in favor, six (6) ayes.

V. APPROVAL OF THE MINUTES: January and February Minutes were reviewed - A few corrections were made.

1. January - A motion was made by John Valentine and seconded by Rosemarie Rosati to approve the minutes of the Washington Public Library Board of Trustees meeting held on January
Approved with five (5) ayes and 1 abstain (Ian Watts)
2. February - A motion was made by Frank May and seconded by Ian Watts to approve the minutes of the Washington Public Library Board of Trustees meeting held on February.
Approved with six (6) ayes

VI. PUBLIC HEARING/AUDIENCE: President Rosemarie Rosati opened up the audience portion of the meeting. With no one from the public on the Zoom call, this portion of the meeting was closed.

VII. COMMUNICATIONS: none

VIII. REPORTS:

1. President's Report

Jaymie DeWitt will be leaving the board as of next month due to moving out of state. Ian Watts expressed interest in taking over the role of Secretary. Rosemarie continued to encourage board recruitment

Stats – meeting will be held to review the reported data

2. Treasurer's Report –

Almost \$4000 contribution made my FoL

Mayor Higgins asked about the checkbook balance, specifically 2 bills paid to “financial services”; Tracey stated that payments were for copier machine lease paid monthly (January and February payments)

Discussion on HVAC bills paid – will discuss further during House Committee report

Rosemarie Rosati made the motion to approve the report, and Jaymie DeWitt seconded the motion.

Roll call: Jaymie DeWitt – yes, Rosemarie Rosati – yes and John Valentine-yes. Ian-yes, Frank - yes and David Higgins-abstain

Approved with 5 ayes, 1 abstentions, and 0 nays.

3. Director's Report

Full report distributed. Highlights include:

Non-Resident fees were decided on: \$50 family, \$40 seniors – need to be approved

Capira Curbside Training/Workshop – Curbside Training attended (Usha, Tracey, and Noah)

NJ Makers Day Event – done virtually. State put out Makers Day program. Noah took the initiative to lead a program.

3 additional people were interviewed. 1 is going to college in May, so won't be hired.

State/Local Assistance: The office of Senator Cory Booker sent out an email regarding the American Rescue Plan that provides a number of benefits

Rosemarie Rosati made the motion to approve the Director's Report, and Jaymie DeWitt seconded the motion. All in favor with 5 ayes.

4. Committee Reports

- a. Finance Committee – Discussion on Non-Resident Fees approval. Rosemarie Rosati made the motion to approve, Jaymie seconded. All in favor; no nays
- b. House Committee – Lost Ron as our main person managing the issues. Major Heating issues were addressed this past month. Filters have not been changed for some time. DPW will do this moving forward. A bill of \$773 was given to clean the motor of the roof unit. Ian Watts will be taking over the House Committee Records need to be detailed – Tracy and Usha will take over that.

Security camera discussion – old quote is in hand, but discussion around a cheaper option similar to home cloud based system; concerns over hanging cameras in high places were noted. Rosemarie and Mayor Higgins will talk to Matt to decide what is needed.

- c. Policy Committee – Jaymie DeWitt reported that she will circulate recommended modifications to the By-Laws prior to next month's meeting.
- d. Friends of the Library – Firehouse is secured for Sept 12 Tricky Tray – looking to possibly doing a virtual option

Ask Letter is being sent out
Membership letter is being sent out

IX. **OLD BUSINESS:** none

X. **NEW BUSINESS:** Non Resident Fees was already discussed and approved

XI. **EXECUTIVE SESSION (as needed):** None.

XII. **COMMENTS, ANNOUNCEMENTS AND OTHER BUSINESS:**

XIII. **ADJOURNMENT:** There being no further business, Rosemarie Rosati announced the adjournment of the meeting at 8:10 PM.

The next regular monthly meeting of the Washington Public Library, Board of Trustees, will be held on Monday, April 26, 2021 at 7:00 PM via Zoom.

Respectfully submitted,
Jaymie DeWitt – Secretary