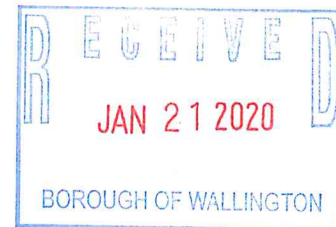


November 20, 2019



The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:03pm.

Ms. Willms informed the Board that adequate notice of this meeting was forwarded to the newspapers and the Borough Clerk's office in compliance with the Open Meetings Law.

All stood for the Pledge of Allegiance.

Attendance Roll Call

Present – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol.

Absent – Dabal, Preinfalk, Thompson.

Minutes

With the exception of the typographical error in the date; there was no discussion regarding the minutes of the October 17, 2019 meeting.

A motion was made by Mrs. Centanni, seconded by Mrs. DiBernardo to accept the minutes of the meeting.

Roll Call: All in favor—So ordered.

Public Portion

There being no one present from the public, the Public Portion was open and closed.

Budget Report

Due to the illness of the bookkeeper there were no financial statements available for this Board meeting. Ms. Willms will get the report to Trustees as soon as possible.

Ms. Willms informed the Board she did not receive the check from the last request for a portion of the library budget needed for operating expenses. Ms. Willms was told there were not enough funds remaining in the library budget to cover the request. The suggestion was made to modify the amount so the library could receive a portion of the requested amount. Ms. Willms will ask this of the town's CFO.

Ms. Willms also informed the Board the 13 month certificate of deposit with Kearny Bank will be maturing December 1, 2019. Ms. Willms was asked to inquire about the rates at Kearny and other banks in the area.

Mrs. Centanni spoke of the most recent accounting received from the Borough. Once again there were questions regarding the utilities. Ms. Willms was asked to get copies of the invoices for these bills.

The Board next discussed the estimate for updating the computers. Included in the quote were amounts for high-end desktops and mid-range desktops. After some discussion the Board decided to go with the high-end desktops.

A motion was made by Mrs. Mizdol, seconded by Mrs. DiBernardo to accept the quote using the high-end cost estimate for the computers.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol.

Because this is a capital expense; a motion was made by Mrs. Centanni, seconded by Mrs. Mizdol to move the cost of the new computers from a capital account to the operating account. The amount is \$12,417.80.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol.

New Business

Director's Report

Most of what Ms. Willms had to speak of was discussed under the budget portion of the meeting.

There being no further discussion of the Director's Report, a motion was made by Mrs. DiBernardo, seconded by Mrs. Lee, to accept the report as written.

Roll Call: All in favor—So ordered.

Bills

There was a question regarding the number of Polish language books that had been purchased. As of the date of the Board meeting, 100 items had been received by the library.

On a motion by Mrs. DiBernardo, seconded by Mrs. Centanni all bills presented will be paid.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Preinfalk.

Committee Reports

Mrs. Lee spoke of the programs that had already been held at the library including the Polish story time and the art program for children. Both went very well and enthusiastically received by all who attended the programs.

As of the date of the Board meeting 16 people had signed up for Paint and Sip night on December 6, 2019 beginning at 7:30pm.

Other programs she would like the library to sponsor include a money management class for children and a Parent Education/Parenting class. The Kids Art Class presented by Mira Mitrova will hopefully be a seasonal event, and the Polish Story Time that was presented by Ella Puchalski will become a monthly program.

Mrs. Lee had spoken with the manager from Kearny Bank who is interested in making a donation or sponsoring future events held at the library.

New Director Search

Mr. Albro handed out copies of a preliminary want ad for a new library director. There was some discussion regarding where the resumes should go (Borough or Library Board), accepting both email and regular mail applications, the timing of the search, and the possible creation of an Ad Hoc Search Committee. Mr. Albro will meet with Mrs. Dabal to work out the details and email all Trustees with the results.

Old Business

New Library Update

Mr. Albro mentioned the public comment period had expired and any changes and/or comments had been printed in the New Jersey Register. The architect, Mr. Iovino, will provide guidance for the Library Board, and he suggested the library utilize the grant writer employed by the Borough. Mr. Albro spoke again of the activities that will need to be undertaken by both the Library Board and Borough that will provide the information needed to fill out the grant application from the State.

Bequest Update

Mr. Albro received correspondence from Mr. Slomienski stating he has received authorization from the State and can begin to distribute the funds as directed by the donor. Mr. Slomienski will oversee use of the funds to ensure they are being used as set forth in the will of the donor.

Adjournment

The next meeting will be held on **Thursday January 16, 2020 at 5:00pm.**

On a motion by Mrs. Mizdol, seconded by Mrs. Centanni, the meeting was adjourned at 6:11pm.

Roll call: All in favor—so ordered.

NOTE:

Initially the Board was not going to meet in December, but Mr. Albro decided a December meeting was necessary and one has been scheduled for Wednesday December 18, 2019 at 4:30pm at the VFW/Library Annex.