

W.H. Walters Free Public Library

1001 East Boulevard

Alpha, NJ 08865

## BOARD OF TRUSTEES MEETING

Minutes for November 15, 2021

Current guidelines allow for this regular meeting of the W.H. Walters Free Public Library Board of Trustees to be held as an in-person meeting held in Council Chambers. Notice of in-person meeting was advertised and posted with 48 hours' notice by the Library Director on the Library's website and on the front and rear entrance doors to the Library.

The Board of Trustees Meeting for November 18, 2021 was called to order by Patrick McHenry at 7:04 pm in Municipal Council Chambers.

Present at the meeting were Patrick McHenry, Steve Noll, Seth Cohen, Christina Smith, and Carla Roselle. Laurie Cartabona, Tammy McGee, and Craig Dunwell were absent. Open Public Meeting Notice was read by Patrick McHenry. The Pledge of Allegiance was recited.

**Agenda Approved** – Motion made by Seth Cohtn to approve the agenda for the October 2021 regular meeting. The motion was seconded by Steve Noll. All approved.

**Minutes Approved** – Motion was made to approve the minutes for the amended September 2021 Regular meeting by Seth Cohen. Christina Smith seconded the motion. All were in favor.

Motion was made by Seth Cohen to approve the minutes for the October 2021 Regular meeting. Christina Smith seconded the motion. All were in favor.

**Opportunity for Public Comments** - No comments.

**Guest Speakers**- None. Auditor was not going to do a presentation unless there were questions. Steve Noll asked about recommendations about segregation of duties. Carla stated that there is nothing we can do and that it will always be there.

**President's Report** - no report except to mention that he got an email about not attending council meetings. He realized that emails notifying of meetings weren't being sent to his primary account and that he will now begin attending scheduled meetings.

**Treasurer's Report** – Quickbooks charge was increased by \$5/month beginning in September, but was just notified. The Board would need to approve budget transfer of \$20 from Program Account #8210 to Accounting Software Account #8005.

Motion made by Steve to transfer funds between these two accounts. The motion was seconded by Seth Cohen. A roll call vote was taken. All approved.

To approve Audit, a motion was made by Steve Noll. Seth Cohen seconded the motion. A roll call vote was taken. All approved.

Carla Roselle reviewed Bill Payment List and Statement of Financial Report.

Motion to approve Bill/Check list for November 2021 made by Christina Smith and seconded by Seth Cohen. A roll call vote was taken and all approved..

Motion to approve Financial Report was made by Steve and seconded by Seth Cohen. A roll call vote was taken and all approved.

**Correspondence** – No correspondence.

**Internal Library Committee Reports -**

**Library Director's Report** – 9 new members this month and holding steady with programs and library use. The Fall Festival was a success and brought in both new patrons and those who used to use the library but haven't in a while. It is anticipated that our library usage numbers will be up next month due to the festival. We are planning on being a part of the festival again next year.

Crafts for both adults and children are available for Thanksgiving. Tags have arrived for the Norwescap Give Joy program that we are participating in again this year.

**Mayor's Report** – no report

**School Principal's Report** – Veteran's Day celebration was held in the school this year. Two veteran volunteers spoke to classes about their experiences. School is hoping to have a real assembly in the Spring.

There has been an uptick in Covid cases and students being sent home; Seth mentioned discussing going back to online meetings for Library Board during New Business.

Motion to approve all committee reports was made by Seth Cohen and seconded by Steve Noll. All Approved.

**Opportunity for Public Input** - no comments.

**Old Business** – Fall Festival: great turnout, everyone enjoyed themselves.

**New Business** – Seth Cohen is recommending going back to remote meetings due to increasing numbers of Covid. After discussion, Seth Cohen made a motion to move December's meeting to a virtual forum. Steve Noll seconded the motion. A roll call vote was taken. Patrick McHenry voted no; all others voted yes. Motion passed.

Steve Noll's term expires at end of December. He is interested in continuing, so Patrick will email the mayor to recommend Steve Noll for reappointment.

The next regular meeting will be held on December 20, 2021 at 7:00 pm on Zoom.

At 7:19 pm, a motion to adjourn was made by Seth Cohen and seconded by Patrick McHenry.  
All approved.

Respectfully submitted by Tammy McGee