

W.H. Walters Free Public Library

1001 East Boulevard

Alpha, NJ 08865

BOARD OF TRUSTEES MEETING

Minutes for June 15, 2020

Under the guidance of executive order number 107 from the Governor of the State of New Jersey, due to the COVID-19 pandemic, this regular meeting of the W.H. Walters Free Public Library Board of Trustees was held as a virtual meeting using the audio-video service Zoom. Notice of virtual 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, including how the public may attend, observe, or otherwise participate in said virtual meeting.

The Board of Trustees Meeting for June 15, 2020 was called to order by Patrick McHenry at 7:06 pm via Zoom.

Present at the meeting was Seth Cohen, Jarrod Dech, Tammy McGee, Patrick McHenry, Steve Noll, Carla Roselle, and Mayor Craig Dunwell. Christina Smith was not in attendance. Open Public Meeting Notice was read by Patrick McHenry. There was no flag to salute; the Pledge of Allegiance was not recited.

Agenda Approved – Motion made by Seth Cohen to approve the regular, June 2020. Meeting Agenda. The motion was seconded by Tammy McGee. All approved.

Minutes Approved – Craig Dunwell made a motion to approve the regular meeting minutes for May 18, 2020. The motion was seconded by Jarrod Dech. All approved.

Guest Speakers- None

Opportunity for Public Comments - No public attendance.

President's Report – Patrick McHenry stated he had received memo regarding executive order and reopening plan for library.

Treasurer's Report – Carla noted three bills for the month: one from Biblioteca for yearly charge for ebooks, one from the bookkeeper, and one from Toshiba for the copy machine. Noted that interest in bank account has dropped significantly due to pandemic. Idea of possibly putting some funds into CD for a year to increase our return.

Carla asked for approval to purchase and be reimbursed for rubber bands and plastic bags needed for curbside pickup for books; Amazon's rates were much more cost effective than

usual supplier. Craig Dunwell made motion to approve and Seth Cohen seconded the motion. A roll call vote was taken; all approved.

Motion to approve Bills/Checks for June 2020 was made by Seth Cohen and seconded by Craig Dunwell. A roll call vote was taken and all approved.

Motion to approve Financial Report for June 2020 made by Tammy McGee and seconded by Steve Noll. A roll call vote was taken and all approved.

Correspondence – No correspondence.

Internal Library Committee Reports - no committees have been formed

Library Director's Report – Carla reported that Governor announced Friday that libraries could begin curbside pickup on Monday. Our library is now in process of asking patrons to return books they haven't been able to return so we can begin curbside pickup service. This will be a slow process of returning, quarantining, checking in, then getting books back on shelves.

Concerns were voiced regarding making sure PPEs and other safety precautions were in place before reopening to patrons. Special concern over having only one librarian in library with so many restrictions.

Summer program from State Library has reading program to log reading to earn prizes. Will continue to offer free activities patrons can do at home.

Mayor's Report – no report.

School Principal's Report – Reported that on July 8, there will be an in-person graduation for APS 8th graders. We are one of 2 schools in our County to give our 8th graders an in-person graduation.

Reopening plan is still in the works based on guidance from State. Our plan will have to mesh with other Phillipsburg sending districts in area.

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

Opportunity for Public Input - no public in attendance.

Old Business – Minutes from 2016 will be continued to be tabled pending Mayor's submission of written minutes. Craig mentioned having Municipal Attorney take a look at executive session minutes from 2019 and January 2020; board was in agreement.

New Business – no new business.

The next regular meeting will be held virtually on July 20, 2020 at 7:00 pm.

A motion to adjourn was made at 7:37 pm by Seth Cohen and seconded by Craig Dunwell. All approved.

Respectfully submitted by Tammy McGee