

W.H. Walters Free Public Library

1001 East Boulevard

Alpha, NJ 08865

BOARD OF TRUSTEES MEETING

Minutes for November 16,, 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 November 16, 2020 was called to order by Patrick McHenry at 7:08 pm via Zoom.

Present at the meeting was Seth Cohen, Craig Dunwell, Tammy McGee, Patrick McHenry, Carla Roselle, and Steve Noll. Jarrod Dech and Christina Smith, were 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, November 2020. Meeting Agenda. The motion was seconded by Craig Dunwell. All approved.

**Minutes Approved** – Motion was made to approve the October 2020 minutes was made by Seth Cohen. The motion was seconded by Tammy McGee. Craig Dunwell abstained. Minutes were approved by all others in attendance.

**Guest Speakers**- None

**Opportunity for Public Comments** - No public attendance.

**President's Report** – We have yet to receive email from Jarrod offering his seat up on the board.

**Treasurer's Report** – Carla went over the bill list for November. Budget vs. Actual match up for the month. We received State Aid from last year. Audit reports are going through review process.

Motion to approve Bill/Check list for November 2020 made by Craig Dunwell and seconded by Steve Noll. A roll call vote was taken and all approved..

Motion to approve Financial Report was made by Seth Cohen and seconded by Tammy McGee. 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** – 4 new members this month; circulation is up. Virtual programs are well-attended. Giving tree for Norwescap will be held this year, although not in-person as in previous years. There has been no heat in building since end of October, but should be fixed by mid-week. Fire inspector was in and we failed inspection. Several outlets needed to be replaced. Was given notice that building policies will be more strict in response to Covid-19.

**Mayor's Report** – Municipal building will policy is being updated and refined to be reflect policy set forth by Governor Murphy's Executive Order #182.

**School Principal's Report** – First positive Covid case was reported in the school. The County is anticipating falling into "high-risk" by end of the week. The Superintendents of the County have decided that if this happens, their schools will be going remote until 10 days after Thanksgiving.

Talked about Strategic Plan for school district; process to set goals for district for next 3-5 years. Looking for several people to volunteer for committee.

Motion to approve all committee reports was made by Seth Cohen 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. Attorney has executive session minutes.

Executive Session minutes from 2019, where budget issues were discussed, will be up for final review at December's meeting.

**New Business** – No new business.

The next regular meeting will be held virtually on December 21, 2020 at 7:00 pm.

At 7:27 p.m., a motion to adjourn was made by Seth Cohen and seconded by Craig Dunwell. All approved.

Respectfully submitted by Tammy McGee