

W.H. Walters Free Public Library

1001 East Boulevard

Alpha, NJ 08865

## BOARD OF TRUSTEES MEETING

Minutes for July 19, 2021

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 July 19, 2021 was called to order by Patrick McHenry at 7:06 pm via Zoom.

Present at the meeting were Patrick McHenry, Craig Dunwell, Steve Noll, Tammy McGee, and Carla Roselle. Seth Cohen and Christina Smith were excused from the meeting; Laurie Cartabona was absent. Open Public Meeting Notice was read by Patrick McHenry. There was no flag to salute; the Pledge of Allegiance was not recited.

There was a moment of silence to honor the memory of our Bookkeeper, Gene Stoker.

**Agenda Approved** – Motion made by Craig Dunwell to approve the agenda for the July 2021 regular meeting. The motion was seconded by Tammy McGee. All approved.

**Minutes Approved** – Motion was made to approve the minutes for June 2021 Regular meeting by Steve Noll. Craig Dunwell seconded the motion. All were in favor.

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

**Guest Speakers**- None

**President's Report** – Discussion on whether to begin in-person meetings for August. It was decided that we would try for that, but would depend on Covid-19 trends.

**Treasurer's Report** – Carla Roselle reviewed Bill Payment List and Statement of Financial Position.

Motion to approve Bill/Check list for July 2021 made by Steve Noll and seconded by Tammy McGee. A roll call vote was taken and all approved..

Motion to approve Financial Report was made by Craig Dunwell and seconded by Patrick McHenry. 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** – Some new members this month. More people are still using curbside rather than coming into the Library; in-person visits are fairly low. Program attendance is down as expected for summer months when people are on vacation.

**Mayor's Report** – The first in-person meeting for Borough Council will be on July 20. They will have about 20 chairs spaced out for public attendance.

**School Principal's Report** – none.

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

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

**Old Business** – none

**New Business** – Gene Stocker prepared his daughter Ellen to continue with us for our monthly bookkeeping if the Board would approve it. Steve Noll brought up that it would be assumed we would continue with her, since we hired “Stocker and Company” and she is part of that company. Craig Dunwell asked about her qualifications about Library accounting experience. Patrick McHenry and Steve Noll both agreed that they would be willing to meet with her. Carla Roselle stated that bookkeepers need only QuickBook certification; we don't need a CPA certification as we already have a CFO. She also stated that our Auditor agreed that we are fine to continue with Ellen since she is part of the company we hired and is certified in QuickBooks. Carla agreed to set up a meeting for Patrick and Steve to meet Ellen.

The next regular meeting will be held on August 16, 2021 at 7:00 pm.

At 7:27 pm, a motion to adjourn was made by Craig Dunwell and seconded by Steve Noll . All approved.

Respectfully submitted by Tammy McGee