

**MOUNT ARLINGTON PUBLIC LIBRARY
MEETING MINUTES**

January 8, 2019

Call to Order

Meeting was called to order at 7:00 pm by Library Director Tina Mayer.

Members Present

Tina Mayer, Director, Monica Rowland, Superintendent of the Mount Arlington Public School, John Driscoll, Anna Travers, Jackie Coy, Sheila Studint, Ana van den Hende, Fran Hallowich, Mayor Mike Stanzilis.

Election of Officers

President - Jackie Coy, nominated by Sheila Studint, second by Ana van den Hende, All in favor-yes.

Treasurer - John Driscoll, nominated by Sheila Studint, second by Anna Travers, All in favor-yes.

Secretary – Fran Hallowich, nominated by Anna Travers, second by Sheila Studint, All in favor-yes.

Resolutions

2019-01-Designation of Official Newspapers for Publication

-Daily Record and Roxbury Register

2019-02-Designation of Official Depositories

-PNC Bank

2019-03-Authorizing Signatures on Library Checks

-Tina Mayer

-John Driscoll

-Eileen Smith

Sheila Studint requested a fourth signature. Will review for our next meeting.

2019-04-Appointing Official Auditor

- Nisivoccia LLP

Motion to accept all Resolutions made by Fran Hallowich, second by Jackie Coy.

Approval of the Minutes

Approval of the minutes of December 2018 meeting. Approved by motion made by Anna Travers, second by Jackie Coy.

Financial Report

December 2018 is \$49,486.48.

Director's Report

None.

Trustee Discussion

- Tina Mayer-Director was asked about the courier for library. Employee is making deposits-being paid for mileage. Still looking to share service. Cost is at issue.
- John Driscoll reported on the lawn expense-still need a clarification, Mayor Stanzilis will review further for our knowledge of bill.

- Tina reported of meeting for an attorney on retainer with Mr. Joe Bell of Bell and Shivas. First review will keep us posted as to process.
- Jackie Coy asked for committee to review Bi-laws and Policy Manual guidelines. Jackie Coy asked for Director Tina Mayer to help with Spreadsheet-Hours of Library, job description and salary.
- John Driscoll also reported the lighting project also need clarification.
- Committees for Budget and Finance and Personnel and Policies for February meeting.

Public Presentation to or Discussion with the Board

-None.

Adjourn

Meeting Adjourned at 8:40 pm by Director Tina Mayer, second by Jackie Coy.

Respectfully Submitted by Fran Hallowich.

Minutes Approved at the March 12, 2019 meeting of the Library Board of Trustees.