

MOUNT ARLINGTON PUBLIC LIBRARY
MEETING MINUTES
January 14, 2020

Call to Order

Meeting was called to order at 7:05 pm by Director, Tina Mayer.

Members Present

Members Present: Monica Rowland, School Superintendent, Mayor's Alternate, Jack Delaney, Tina Mayer, Library Director, John Driscoll, Sheila Studint, Ana ven den Hende, Anna Travers, Jackie Coy, Lisa McQuade, and Nita Galate.

Election of Officers

President – Ana ven den Hende

Vice President – Anna Travers

Treasurer – John Driscoll

Secretary – Lisa McQuade

Motion to approve: Sheila Studint, Second Jackie Coy, all in favor-yes, opposed-none.

Resolutions

2020-01-Designation of Official Newspapers for Publication

-Daily Record and Roxbury Register

2020-02-Designation of Official Depositories

-PNC Bank

2020-03-Authorizing Signatures on Library Checks

-Tina Mayer

-John Driscoll

-Eileen Smith

2020-04-Appointing Official Auditor

- Nisivoccia LLP

John Driscoll read by title/consent agenda into record.

Motion to approve: John Driscoll, Second Anna Travers, all in favor-yes, opposed-none.

Approval of the Minutes

Motion to approve the minutes of the November 12, 2019 Meeting: Monica Rowland, Second, John Driscoll, all in favor, yes, opposed, none.

-No December Meeting Minutes (Meeting Canceled)

Financial Reports/Bill Lists/Statistics

Check book balance November 2019- \$54,744.97 and December 2019-\$52,554.19.

Corrected November 2019 bill list – was reported as \$2,780.61. The total should be \$3,136.23.

December 2019 bill list - \$2,430.68

January 2020 bill list - \$16,654.68

Motion to approve all: Sheila Studint, Second Ana ven den Hende, all in favor-yes, opposed-none.

Financial Reports/Bill Lists/Statistics cont.

The library has not received expense bill from the Borough for 2019 for @\$20,000 at this time.

The Board wants bills to be issued quarterly from the Borough going forward.

The library received a check from the Borough totaling \$65, 220.39 which includes a 2019 refund of our 1/3 mil as well as an initial amount for 2020.

Director's Report

- Director Tina Mayer was voted and approved to sit on the MAIN Executive Board to represent the small libraries in Morris County for a two year term commencing in January of 2020. Requires meetings out of the library. Attended first meeting on Thursday, January 9, 2020.

- Received a letter from the NJ State Attorney regarding the Friends of the Mount Arlington Library dated December 19, 2019. The charities registration number still exists and needs to be renewed in order to keep it. I will follow up on behalf of the Board, and speak with someone at that office to see what needs to be done. The Friends of the Library is a separate entity.

-Error found in statistics for the library for 2019. Was found and corrected. The corrected records are available to be reviewed.

-2020 meeting dates have been distributed to old and new trustees.

Trustee Discussion/Old Business/New Business

-Sheila Studint wants to revisit the idea of hiring a library attorney. Discussed the services the Board would be looking for from the library attorney. Will be discussing further.

-Discussion about the need to meet with the Board's auditor for questions regarding the audit process.

-Nita Galate asked about the purpose of the Board meetings; whether these meetings include workshops for brainstorming for new ideas. Tina Mayer described that the Board meetings include workshops and housekeeping issues as well as action items.

-President Ana ven den Hende asked the Board to appoint standing committees:

Nominating Committee Members: Treasurer John Driscoll, Anna Travers and Secretary Lisa McQuade.

Budget/Finance Committee Members: Treasurer John Driscoll, Sheila Studint and Director Tina Mayer.

Personnel Committee Members: President Ana ven den Hende, Director Tina Mayer, Jackie Coy and Secretary Lisa McQuade.

Library Use Committee Members: Monica Rowland, School Superintendent, Director Tina Mayer, Sheila Studint and Nita Galate.

Programs Committee Members: Director Tina Mayer will oversee and coordinate with Anna Travers.

Public Presentation to or Discussion with the Board

Brian Kincaid, 16 Maple Lane, Mount Arlington:

Commented on the Friends of the Library issue and suggested to not let the registration lapse if possible.

Offered any assistance as the same problem occurred with the Mount Arlington Fire Department's registration as well. Agrees with the thought that the Board should retain an attorney.

Adjourn

Motion to adjourn: Monica Rowland, School Superintendent, Second Jackie Coy, all in favor-yes.

Respectfully Submitted by Lisa McQuade, Secretary.

Minutes Approved at the February 11, 2020 meeting of the Library Board of Trustees.