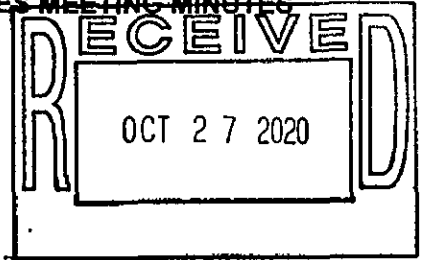


MOUNT ARLINGTON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

October 13, 2020



Call To Order

Meeting was called to order at 7:03 pm.

Members Present

Jack Delaney, Mayor's Alternate, Tina Mayer, Library Director, John Driscoll, Sheila Studint, Ana Van den Hende, Anna Travers, Mayor Mike Stanzilis, Lisa McQuade, Monica Rowland, School Superintendent, and Jackie Coy. (Nita Galate not present).

Approval of the Minutes

Motion to approve the minutes of the September 8, 2020 Library Board of Trustees Meeting. minutes approved.

Financial Reports/ Bill Lists/ Statistics

Motion to approve the September 2020 Bill List. September 2020 Bill List approved.

Eileen Smith reimbursed for purchase of mouse pads for the library.

The General Ledger Balance for the Mount Arlington Public Library General Fund 2020 is \$85,744.89. The ledger balance does not include the footnote charges for health insurance, landscaping and utilities.

Tina Mayer does not want to pay the bill until she receives a breakdown of the entire landscaping bill. Tina Mayer is also requesting a breakdown for the health benefits as well. Tina Mayer indicates that the library was not required to pay health benefits in the past.

John Driscoll advises that the library has more money than it usually has at this time as the cash flow is different this year. He advises that the library can cover costs this year and end with our average balance for this time of year. The library has too much money this year and it should go back to the Borough.

Jackie Coy advises if you add up the footnote expenses and you subtract the balance, the library will be left with approximately \$30,000 which is not enough.

John Driscoll advises that the library will receive another \$20,000.

Mayor Stanzilis advises that it is necessary for the library to determine its needs per year and then the Borough can determine if the library needs more than the " 1/3 mil " it is allotted per year.

Ana Van den Hende thanks the Borough for providing the General Fund data.

**S/B -
October
2020
Bill
List*

approved

M - monica Roll call

S - Lisa

**with correction from Sept to Oct. Bill List*

Tina Mayer advises that the footnote indicates that the utilities are \$7,144.29 and the library has not been billed for October, November and December.

Ana Van den Hende requests that the Borough provide the bills on a quarterly basis.

Jack Delaney advised that the library has to determine its expenses for each month. He advises that the Borough has a list of the library expenses.

Tina Mayer advises that the " ½ mil " goes directly to the Borough and the majority of it is allocated to library salaries.

John Driscoll advises that we will have to sit down in January and figure out the numbers for the year.

Ana Van den Hende requests annual salary numbers.

Tina Mayer advises library salaries are over \$200,000 which does not include health benefits.

Jack Delaney volunteers to sit in on budget discussions next year.

Ana Van den Hende advises that the library needs to be provided with the bills throughout the year.

Jack Delaney advises that there are no new bills that need to be addressed.

Sheila Studint suggests that Mayor Stanzilis and Ana Van den Hende sit in on the meetings with Borough Administrator Carolyn Rinaldi.

John Driscoll advises that it is very important that these budget meetings occur in January.

Statistics to report:

Curbside pickup -716

Item count- 918

Library Director's Report

Patron activity from 9/8-9/30 was 257 people. Tina Mayer thanks John Driscoll for purchasing the counter. Nineteen people are permitted in the library at a time.

Curbside pickup from 9/8-9/30 was 649. Tina Mayer recommends keeping curbside pickup indefinitely.

Two eBooks were checked out in September in Mount Arlington. This number does not include MAIN eBooks checked out.

The State Library indicated it would extend the reading program into Fall but Tina Mayer has not received any information on it yet. The summer reading program is over. Tina Mayer will remove it from the library website.

Tina Mayer offers to lend books to the Mount Arlington Public School.

The Children's Librarian, Mary Cornish resigned She will not be replaced at this time.

The Book Clubs continue to meet. The Writer's Forum is going well. There have been five meetings of the Writer's Forum.

Ana Van den Hende suggests advertising the Book Clubs and Writer's Forum.

Committee Reports

Finance Committee- covered earlier in the meeting.

Program Committee- no new reports. Ana Van den Hende suggests a meeting be scheduled.

Ana Van den Hende sent an email to people who showed an interest in The Friends. Tina Mayer will schedule a meeting with interested patrons by October or November.

Tina Mayer thanks Anna Travers for her work with The Friends in the past.

Tina Mayer will email the interested patrons to ascertain their availability. Tina requests that Ana Van den Hende provide their full names and email addresses.

Unfinished Business

Ana Van den Hende requests status of generator for the library. Jack Delaney advises that we should be hearing about the status of the generator from the Borough soon.

New Business

None.

Adjourn

Meeting adjourned at 8:18 p.m.

Respectfully submitted by Lisa McQuade, Secretary.

Minutes Approved at the 12/8/20 meeting of the Library Board of Trustees.