

Waterford Township Public Library
Board of Trustees Meeting
Minutes
September 12, 2022

The September 12, 2022 Waterford Township Library Board of Trustees meeting was called to order by President K. Banes at 7:00 pm in the library.

Statement of Compliance:

In accordance with the Open Public Meeting Act, Pursuant to Public Law 1975, Chapter 231, adequate notice of this meeting setting forth the time, place, and specific purpose/business in the call. A notice has been posted on the library's website and in the library, filing the notice with the Township Clerk, municipal building bulletin board and sending notice to the official newspaper(s) and circulating electronically.

Salute to the Flag

Roll Call: The following members answered to the roll call:

Kathleen Banes
Carl Lange
Dana Paul
Joseph Palladino
Dr. Rita Hanna, Representative for Township Mayor

Board members absent:

Rita T Wood
Julies Lyons, Representative for Superintendent of Schools

Staff in Attendance, Director of the Library, D. Nicklas

Adoption of the Agenda

Motion by R. Hanna, seconded by J. Palladino to accept the meeting agenda Motion carried.

Recognition of the Public

No public present.

Minutes

Motion by D. Paul, seconded C. Lange to approve the minutes of the August 8, 2022 meeting. Motion carried. Minutes attached.

Action on Bills Report

Cash disbursements on the bill list in the amount of \$6,605.11 for the payment of bills for the month of August, 2022.

Motion by J Palladino, seconded D. Paul to approve the payment of bills for the month of August 2022. Payment is dependent upon availability of funds. Motion carried. Report attached.

Financial Report:

Profit & Loss Budget vs Actual
Statement for the period August 1 to August 31, 2022
Income is \$ 199,111.65
Total expenses are \$ 166,326.55
Total Ordinary Income \$ 32,785.10

Motion by R. Hanna, seconded J. Palladino to approve the financial report Profit and Loss Budget vs Actual as presented.
Motion carried. Report attached.

Payroll Account Journal Report Attached

All financial reports are attached to the minutes and are to be filed for audit.

Library Director's Monthly Report

Reports for each week in August
Motion by C. Lange, seconded D. Paul to accept the Director's Report.
Motion carried. Report attached.

Committee Reports

Arts and Exhibitions, Chair, R. Wood (Absent)
No report

Budget and Finance, Chair, C Lange
No report

Building and Grounds, Chair, C. Lange
C. Lange reported that he guards over the backdoors were installed. No leakage with the last rains

Personnel, Chair, J. Palladino
Susan R library assistant started working last week.

Policy, Chair, Vice President J. Palladino -
No report

Communications, Chair, K. Banes

T Shirts have been purchased in children's sizes for "give aways" at events.
Previously only adult sizes were available

All committee reports

Motion by D. Paul, seconded by C. Lange to accept all the committee reports.
Motion carried.

Unfinished Business

No unfinished business

New Business

Director Nicklas met with one provider for the audio/visual for the meeting room. It was explained the choices the library would have to consider. A separate secured internet will be needed to acquire any system.

Option 1: projector and screen, black out curtains for windows, Screen would be overhead pull-down type.

Option 2: 98" (measured diagonally) monitor mounted on the wall. Individual electronic devices could be used with this option, No projector. Library sign would need to be relocated.

Specs provided by first company will be used for securing additional bids. Speakers included with each option. Director will check qualifications for State bids and how to obtain more bids.

Adjournment:

Motion by C. Lange, seconded by J Palladino to adjourn the meeting.
Motion carried. President adjourned the meeting.

Next Board Meeting: Tuesday October 11 2022, 7:00 pm

Kathy Banes, Secretary Pro tem

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