

Waterford Township Board of Trustees  
June 12, 2023 Meeting

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

Roll Call

Kathy Banes  
Carl Lange  
Joseph Palladino  
Dana Paul  
Rita T Wood  
Joel Thompson, Representative for Township Mayor

Absent:

Merdith Vitarelli, Representative for Superintendent of Schools  
Jennifer Garefino  
Ed Troike

Staff: Absent: Dana Nicklas, Director

Flag Salute

Statement of Compliance:

*Pursuant to the Open Public Meetings Act, notice of the regular meeting has been given in the annual meeting notice to Courier Post, Gazette, posted on the Waterford Township Public Library Website, posted and filed with the Waterford Township Clerk.*

Adoption of the Agenda

Motion by D. Paul to adopt agenda for the meeting. Seconded by J Thompson.

Discussion: Change to Ad Hoc Committees for the Director's Annual Review and Ad Hoc Committee for Capital Expense. Motion to adopt the correct naming of committees was accepted. Motion carried.

Recognition of the Public Present

No public present.

Minutes

Motion by C. Lange to approve the minutes of the May, 2023. Seconded by J. Palladino. Motion carried by 4 members and 2 members abstained.

#### Action on Bills

Motion by C. Lange to pay the bills for the month of May 2023 in the amount of \$ 15,492.73. Seconded by R. Wood. Discussion: Question on membership in Bucks County Library /Museum pass and Friends of the library tea expense/donation. Following the explanation of the two issues, the vote taken and motion carried to pay the bills was passed.

Payment is dependent upon availability of funds.

#### Financial Report:

Report by Treasurer, C. Lange

Profit & Loss Budget vs Actual

Statement for the period May 1 to May 31, 2023 was reviewed.

Total negative income \$ 114,943.54

Total expenses \$ 129,553.24

Total (net) negative income: \$ 14,609.70

Motion by. Lange to accept the financial report: Profit and Loss Budget vs Actual. Seconded by J. Thompson. Motion carried.

#### Payroll Account Journal Report attached to the minutes

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

#### Director's Report

Report included the monthly packet.

Motion by C. Lange to accept the Director's Report. Seconded by D. Paul. Motion carried.

#### Committee Reports

Arts and Exhibitions, Chair, R. Wood – The gallery will have a new exhibit for the June 20<sup>th</sup> Library summer reading program kickoff event. Staff has lined up artists from July to October, November and December are still open.

Budget and Finance, Chair, C Lange – No report

Building and Grounds, Chair, C Lange

J. Thompson sent an email to Ken Maurello, Thermocool, regarding the heating and cooling system in the meeting room. Waiting for response.

Communications, Chair, K. Banes – No report

Personnel, Chair, J Palladino – No report

Policy, Chair, J Palladino – No report

Ad Hoc Committee Director's Annual Review Report

J. Palladino, Chair, J. Garefino, and R. Wood

The Chair reported that he working on the procedure for the Board members to review the Director. The closed session listed on the agenda did not occur since the Director's Annual review is not completed.

Ad Hoc Committee for Capital Expenses for 2023-2025 Report &

Ad Hoc Committee for Strategic Plan for 2023-2025 Report & Review

C. Lange, J. Palladino, E. Troike

The Ad Hoc committee developed both the Capital Expenses for 2023-2025 and the Strategic Plan for 2023-2025.

Both reports were included in the monthly packet.

Motion by D. Paul to take from the table the two Ad Hoc Committee reports so the full Board can discuss and vote at a future meeting.

Seconded by J Palladino.

Motion carried.

All committee reports

Motion by J Thompson to accept all the committee reports as presented.

Seconded D. Paul. Motion carried.

Unfinished Business

No unfinished business.

New Business

Capital Expense Resolution

Strategic Plan for 2023-2025 Review

Both of these agenda items were not discussed under New Business.

Refer to the Ad Hoc Committee for these two reports.

#### Board Continuing Education Units for 2023

By Laws for WTPL Board of Trustees Article IV Section 1.16. Board members must receive 7 hours of CEU for 2023.

Total CEU: 3

No CEU were earned this month

#### Announcements:

K. Banes announced as of June 30, 2023 her term on the Board is over. The Waterford Township Committee would need to pass a resolution to extend the appointment to December 31, 2023.

#### Adjournment

Motion by C. Lange to adjourn the meeting. Seconded D. Paul

Motion carried.

President adjourned the meeting at 7:45 pm.

Next meeting July 10, 2023

Rita T Wood  
Secretary,