

Waterford Township Public Library
Board of Trustees
Minutes
March 11, 2024 meeting

The Board of Trustees meeting was called to order by the President J. Palladino,
7:00 pm in the library meeting room.

Roll Call Present:

Jennifer Garefino
Carl Lange
Joseph Palladino
Ed Troike
Rita T Wood
Amy Yukna
Joel Thompson, Representative for Township Mayor
Meredith Vitarelli, Representative for Superintendent of Schools

Staff: 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 Wood to adopt agenda for the meeting
Seconded by C. Lange. Motion was carried

Recognition of the Public Present

No one present from the public

Minutes

Motion by J. Thompson to approve the minutes of the February Meeting 2024. Seconded by E. Troike. Correction remove one sentence about the bookkeeper coming to the March meeting.) Motion carried.

Operating Journal - Action on Bills

Report by Treasurer, C Lange

Motion by R. Wood to pay the bills for the month of February 2024 in the amount of \$ 21,662.96. Seconded by J. Thompson

Motion carried to pay the bills was passed. Payment is dependent upon availability of funds.

M. Vitarelli left the meeting at 7:30 pm

Financial Report: Profit & Loss Budget Performance

Bookkeeper Francine Richman, H & S Business Partners

Report by Treasurer, C. Lange

Profit & Loss Budget Performance

Statement for the February 2024 was reviewed.

Income \$ 55,043.37

Expenses \$ 32,380.24

Net Income \$ 22, 663.13

M. Vitarelli returned to the meeting at 7:40 pm

Motion by E. Troike to receive the Financial Report the Profit and Loss Budget Performance until it is audited. Seconded by M Vitarelli

Check received from township totaling \$54,534.08 for the months of January and February received on 2/20/2024. This amount is based off the mil for the 2023 year. Monthly check for 2024 should \$29,847.92.

Motion carried.

Payroll Account Journal Report attached to the minutes

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

Director's Report

Weekly Reports for February were included in the monthly packet.

Motion by R. Wood to accept the Director's weekly /monthly report. Seconded by J. Thompson. Motion carried.

President's Report

Committee Reports

Arts and Exhibitions, Chair, R. Wood – The gallery has a new exhibit for the March - artist Bob Redding n open reception was held on March 5 and -16 attended

Budget and Finance, Chair, C. Lange – Nothing to report

Lange Recommended a chair railing to prevent holes in the walls - but hole was caused by a table and not a chair

Communications, Director – Nothing to report

Policy, Chair, Ed Troike – Nothing to report

Personnel, Chair Ed Troike Ed will be meeting with Amy before the next meeting. NJLA is having a new trustees meeting on Saturday March 23.

All committee reports

Motion by C. Lange to accept all the committee reports as presented.

Seconded A. Yukna. Motion carried.

Unfinished Business

Strategic Plan Discussion - on implementing the 2024 /2027 plan

Ad Hoc Committee: E. Troike, J. Garefino. M. Vitarelli, R Wood

Motion by E. Troike to accept the proposal for counsel submitted by Siciliano & Associates LLC. Seconded by M. Vitarelli. Motion carried.

J. Thompson left the meeting at 8:20 pm

New Business

M Vitarelli and A. Yukna left the meeting at 8:45 pm

Board of Trustees Continuing Education Units for 2023

By Laws for WTPL Board of Trustees Article IV Section1.16. Board members must receive 7 hours of CEU for 2024.

Announcements:

Friends of the Library –ticket on sale for Daniel Sept 14; April 20 Community Yard Sale- book sale; April 27 Springtime Tea;

Adjournment

Motion by R. Wood to adjourn the meeting. Seconded C. Lange. Motion carried. President Palladino adjourned the meeting at 9:05 pm.

Next meeting April 8, 2024

Rita T Wood
Secretary,