

PEQUANNOCK TOWNSHIP PUBLIC LIBRARY
Minutes of the July 19, 2023 Regular Trustees Meeting

Vice-President Reich called the meeting to order at 7:05 PM and announced that notice requirements of Public Law 1975 c231 as defined in N.J.S.A. 10:4-8 had been complied with for this meeting through adequate advance notice of date, time, and location being posted in both the Library and Municipal Building. Notice was also mailed to the official Township newspapers.

Roll Call: Present: Mrs. Reich, Mrs. Russell, Mrs. White, Mrs. McBain, and Mrs. O'Connor

Absent: Mr. Galante, Mrs. Muzzio

Also Present: Ms. Maynard

Public: No comments.

Minutes: A motion was made by Mrs. Russell to approve the minutes of the June 20, 2023 Regular Trustees Meeting.

Second: Mrs. White. Approved: Unanimously.

Correspondence: None.

Bill Sheets: 1. A motion was made by Mrs. Russell to approve the operating account checks for July (bills of June 2023) in the amount of \$ 405,638.02.

Second: Mrs. White. Approved: Unanimously.

2. A motion was made by Mrs. Russell to approve the Building & Endowment account checks for July (bills of June 2023) in the amount of \$ 1,200.00.

Second: Mrs. White. Approved: Unanimously.

Financial Reports: 1. A motion was made by Mrs. White to approve the Operating Account Financial Reports for June 2023.

Second: Mrs. Russell. Approved: Unanimously.

2. A motion was made by Mrs. White to approve the Building and Endowment Fund Financial Reports for June 2023.

Second: Mrs. Russell. Approved: Unanimously.

Director's Report: The Director reported that Colleen provided financial reports in excel and also in QuickBooks and would like to know the Board's preference. The Board's preference was noted as QuickBooks. Colleen will prepare quotes for a new auditor for the next Board meeting. The Director posted a job ad for a circulation assistant because one of the circulation employees

resigned. The new phone system was installed. The staff training session was well attended and helpful.

Old Business:

New Business:

Public: Board recognized Mrs. Mary K. Schmermund. Mrs. Schmermund requested an explanation on the building and endowment fund. And questioned if the money for the roof comes out of this fund. Regarding the staff training mentioned in the Director's report, Mrs. Schmermund questioned what types of problems people complain about.

Board recognized Mr. Bob Friedman. Mr. Friedman asked how long the tiny art show would be on display and requested to review the adult program survey. He added his thanks for the programs that the Library provides.

Next Board Meeting: September 20, 2023 at 7:00 p.m.

Adjournment: A motion was made by Mrs. Russell to adjourn at 7:19 PM.

Second: Mrs. White. Approved: Unanimously.

Respectfully submitted,

Mrs. McBain
Secretary