

**WESTWOOD FREE PUBLIC LIBRARY
MINUTES
BOARD OF TRUSTEES MEETING**

MEETING DATE: Tuesday, January 24, 2017

CALLED TO ORDER: at 7:03 p.m. by Dennis Farrell.

PRESENT: Martha Urbiel (MU), Dennis Farrell (DF), Noeline Grefrath (NG), Mike Violano (MV), Vince Fitzgerald (VF), Frank Zimmerman (FZ) Felicia Brockner (FB), Pete Fedorchak (PF), Beth Dell (BD) and Bev Karch (BK).

SUNSHINE LAW: Read by DF.

PUBLIC FORUM: No members of the public were present.

MINUTES: A motion to accept the minutes of the December 20th meeting was made by NG; seconded by VF. The motion carried.

REORGANIZATION:

Election of officers. MU asked for nominations. BK nominated DF for President and asked that the nominations be closed, seconded by FB. The motion carried unanimously.

BK nominated Barbara Stewart for Vice President and asked that the nominations be closed. The motion carried unanimously.

BK nominated MV for Secretary and asked that the nominations be closed. The motion carried unanimously.

BK nominated NG for Treasurer and asked that the nominations be closed. The motion carried unanimously.

Appointment to Committees. The current committee members present agreed to continue on their respective committees.

Designation of Legal Depositories. MU stated that she has reviewed the requirements for government institutions and spoke with other library directors. A legal depository must be compliant with UDPA. VF asked if the Borough CFO had been contacted. BK made a motion to designate Lakeland Bank as the library's legal depository. Seconded by NG. The motion carried.

Designation of Library Director as Purchasing Agent. DF made a motion to designate MU as purchasing agent for the Library; seconded by FB. The motion carried.

2017 Library Board Meeting Dates. VF made a motion to confirm the 2017 board meeting dates and change in the meeting time, seconded by BK. The motion carried.

TREASURER'S REPORT: The treasurer's report was presented by NG. A motion to accept the treasurer's report was made by VF and seconded by FZ. The motion carried.

The current bills list (5669-5689) was read. BK asked about the Suez Water bill (check 5668) and VF commented that the bill seemed low. VF asked for an explanation of AWE acquisition (5673); MU replied that it is for a computer station that includes preloaded software for early childhood literacy. VF also asked about the payment to the Borough of Westwood for ESL salaries (5680). VF stated that the payments should be made by the Borough not to and then through the Library checking account. Mu will investigate and report.
A motion to accept the bills list was made by VF and seconded by FZ. The motion carried.

COMMITTEE REPORTS: None

CORRESPONDENCE: None.

DIRECTOR'S REPORT:

MU reported that a video streamed performance at Lincoln Center was shown at the Library on Sunday, January 8th; additional video streamed performances are planned. Westwood Music Studio will perform a concert at the Library and there will be music instruction afterwards for ages 7 and up.

New cabling and router equipment has been successfully installed and problems that had been experienced are resolved.

PRESIDENT'S REPORT: DF welcomed Pete Fedorchak as a new Board trustee. PF gave a brief introduction including his services and activities in Westwood.

OLD BUSINESS:

Renovation of the kitchen and area behind the front desk are proceeding.

The "Westwood for All Ages" program will be rolled out in the coming months. The library will serve as the information hub for the community providing resources for seniors. A kiosk will be set up in the library and staffed by volunteers. Training sessions are scheduled.

A special Birthday Party for Westwood residents celebrating 80th, 90th and 100th birthdays is planned for April 2, 2017 at the library as part of the Westwood for All Ages program.

NEW BUSINESS:

VF asked BD for an update on the Budget process by the Town council. BD responded that the finance committee is scheduling a meeting soon and budget decisions should be made earlier than in the past.

MU circulated the oath of office to VF, FZ, and FB for their next term of service as Board trustees.

MEETING ADJOURNED: A motion to adjourn was made by BK; seconded by FZ. The meeting was adjourned by DF at 8:06 p.m.