FINAL

Wyckoff Public Library
Board of Trustees Meeting Minutes
December 15, 2010

Board Members Present:
Henk Shotmeyer, Alma Mader, Lauren DeKorte, Lori Peters, Vince Antonacci, Grace White and Brian Scanlan

Also Present:
Marilyn Force, Chris Romney, Chris Sepp

The meeting was called to order at 7:35 by Henk Shotmeyer.

The **Open Public Meeting Act** was read.

Secretary's Report:

a. A motion was approved to accept the November 11, 2010 minutes with a revision. (Peters/White)
b. A motion was approved to accept the November 18, 2010 special meeting minutes with revisions. (Antonacci/Mader)
c. A motion was approved to accept the December 2, 2010 special meeting minutes with revisions. (Mader/Peters)

Treasurer's Report:

a. The treasurer's report for November 2010 was reviewed and approved. Peters/Antonacci)
b. The budget for 2011 is not yet available because there are too many open items at this point.
c. A motion was approved to remove the capital funds from the operating account and put them into a new account. (Mader/Antonacci)

Voucher List:

a. The voucher list for December (revised December 13, 2010) of 54 items totaling $163,441.44 along with salaries for November of $43,785.97 for a combined total of $207,227.41 was reviewed and approved. (White/Peters)
b. Brian Scanlan requested that a separate voucher list be prepared for the capital account on a go-forward basis.

Other Business:

a. RICE Notice was discussed. If necessary, affected employees will need to sign a form either signing off on discussing personnel matters in closed session, or requesting that they be discussed in open session.
b. Brian Scanlan asked Marilyn Force to obtain a form called Title 59 Plan from Bob Shannon.
c. Henk Shotmeyer announced that he will not be renewing his term on the Board in 2011.

Construction Project:

a. The building permit for the expansion project was signed on Monday.
b. The lease for the temporary space is ready to be signed.
c. A motion was approved to accept the proposed layout prepared by Chris Sepp for the temporary space. (Antonacci/Mader)

Henk Shotmeyer adjourned the meeting at 9:00 PM.