

**Wyckoff Public Library  
Board of Trustees Meeting Minutes  
December 9, 2009**

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

**Present:**

Henk Shotmeyer, Vince Antonacci, Lauren DeKorte, Judy Schmitt, Alma Mader, Harold Galenkamp, Nancy Perry, Lori Peters and Rudy Boonstra

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

**Also Present:**

Nick Loffredo from Patch.com

**Secretary's Report:**

- a. Minutes from the November 2009 meeting were approved. (Mader/Galenkamp)

**Treasurer's Report:**

- a. The treasurer's report for November 2009 was reviewed and approved. (Galenkamp/Peters)
- b. A CD was renewed at Hudson City #2 for four months at 1.20%.
- c. A correction was made to the 12/31/2008 Auditors' Report regarding insured money. The only money not insured is the \$1.3 million with NJ Cash Management Fund. A motion was made to accept the 12/31/08 Auditors' Report. (Mader/Peters)
- d. The 2010 budget was reviewed and approved as corrected. (Peters/Antonacci). Note: The budget may need to be revised due to costs associated with operations during construction.

**Voucher List:**

- a. The voucher list for December of 31 items totaling \$29,643.66 along with salaries for November of \$51,341.61 for a combined total of \$80,985.27 was reviewed and approved. (Perry/Galenkamp)

**Director's Report:**

- a. There were issues with the heating system. Parts have been ordered.
- b. The DVD policy will be changed from non-renewable to renewable for one additional week.
- c. Letters regarding the use of the JMMR usually go out at this time. The letters will go as usual, with a note indicating that the room may be unavailable due to construction.
- d. Circulation is up and may reach an all-time high in 2009.

**Construction Project:**

- a. Certain members of the Board met with the architect on December 8 and a revised scope of work regarding the existing library was discussed. A motion was made to approve a fee of \$46K for the architect to complete plans for additional work. (Antonacci/Perry)
- b. The HVAC system was reviewed. Although it is currently functioning, it should be replaced. The library will see a savings from the new system in the long run.

Henk Shotmeyer adjourned the meeting at 8:35 PM.