

**Wyckoff Public Library
Board of Trustees Meeting Minutes
January 8, 2008**

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

Present: Vince Anotonacci, Lindyl Arno, Dave Connolly, Lauren DeKorte, Tony Donato, Alma Mader, Lori Peters, Henk Shotmeyer, Judy Schmitt.

Absent: Nancy Perry.

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

Secretary's Report:

- a. The minutes for the November meeting were approved. Peters/Donato

Treasurer's Report:

- a. The treasurer's report for November 2007 was reviewed and approved.
Arno/Peters
- b. The treasure's report for December 2007 was reviewed and approved.
Peters/Arno

Voucher List:

- a. The voucher list for December of 29 items totaling \$344,230.85 along with salaries for November of \$46,879.92 for a combined total of \$391,110.77 was reviewed and approved. Arno/Peters
- b. The voucher list for January 2008 of 28 items totaling \$53,230.85 along with salaries for December of \$46,879.92 for a combined total of \$100,110.77 was reviewed and approved. Arno/Dekorte

Budget:

- a. The budget for the year 2008 totaling \$1,596,806.00 was reviewed and approved. Connolly/Arno

Other Financial:

- a. Alma received a letter from the insurance company stating that they will continue to insure her for \$1,000,000.
- b. A motion was made to accept the firm of Lerch, Vinci & Higgins as our auditors for 2008. Shotmeyer/Arno
- c. The Roth CD at Bank of America was renewed on 12/14/07 for 4 months @ 5% due 4/12/08.
- d. Alma withdrew the CD from TD North Bank due to pour interest rates and deposited the money in the business account. The \$291,000 from the business account was used to purchase 3 CD's on 12/5/07 for \$97,000 each at UBS: 1 for 3 months @ 5%, 1 for 3 months @ 4.9% and the last for 6 months @ 4.6%.
- e. Alma will transfer \$55,970 from Boiling Springs to deposit in the business account to buy new CD's at UBS. Arno/Shotmeyer

New Business:

- a. Judy circulated a new exhibit space policy and application form which was approved. Dekorte/Mader
- b. The library will be using the following banks in 2008:
Bank of America, NJ Cash Management Fund, Valley National Bank, Boiling Springs Savings Bank, Columbia Savings Bank, Glen Rock Savings Bank, Lakeland Bank and UBS Financial Services. Peters/Arno
- c. The holiday closings for 2008 were approved. Connolly/Mader

- d. The library board meeting will be held on the second Wednesday of the month for 2008, except for October which will be the 3rd Wednesday. There will be no meeting in August. Mader/Arno
- e. A resolution was passed to use the following news papers:
North Jersey Herald & News, Ridgewood News and The Record.
Connolly/Peters
The resolution for authorization of purchasing agent to award contracts was accepted. Mader/Dekorte
- f. The resolution to award of contracts to purchase books, A-V material and other publications was accepted. Mader/Peters

Director's Report:

- a. The improvements to the Monroe Room were completed and it was approved by the Board of Health.
- b. The Sunday Librarian returned to work in January.
- c. On December 16, 2007 there was a winter storm which left the parking lot covered in ice. Judy called DPW, no answer, called the police. There were complaints from some of our patrons as well as a call to the police from a patron. Judy and the custodian tried with snow melt and a chipper to break the ice to no avail. DPW did come through eventually and uneffectively.

Old Business:

- a. A motion was made to formerly hire Todd Harvey as the architect for the expansion project after acceptance of his fees. Shotmeyer/Mader
- b. Publicity for the expansion committee needs to get started. Surveys out/letters to be mailed/publicity in paper/excavation out, etc.
- c. Vince Antonacci will join the publicity committee for the expansion project.

Adjourned 8:55.

WYCKOFF PUBLIC LIBRARY ADDITION

January 2008

- Dave Connolly will talk to Mike Chagares to finalize the survey.
- Need to get surveys out at the library and Friday folders, and news paper publicity as well as the elevation display in February.
- Judy will speak to Todd Harvey for a formal proposal.
- Judy will talk to the staff for a final time for their input/suggestions on what they see is needed for a library of the future.
- Vince Antonacci will look at the plans from Todd Harvey.
- The addition will need to include in the basement room for the Friends to store the donation books and a place for sorting the books.