

**Wyckoff Public Library
Board of Trustees Meeting Minutes
January 14, 2009**

The meeting was called to order at 7:30 by Henk Shotmeyer.

Present:

Vince Antonacci, Lauren DeKorte, Tony Donato, Alma Mader, Nancy Perry, Lori Peters, Judy Schmitt, Henk Shotmeyer, Harold Galenkamp, and Bob Shannon.

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

Secretary's Report:

- a. Minutes from the December 2008 meeting were approved. (Mader/Perry)
- b. The minutes from the November 2008 meeting should reflect that we are continuing with the current officers due to the ongoing construction project. (Peters/Perry)
- c. The library board officers for 2009 were announced.
- d. Holiday closings for 2009 were accepted. (Mader/Perry)
- e. The schedule of Board meetings for 2009 was accepted. (Donato/Peters)
- f. The Award of Contract to Purchase Books, A-V Material and other Publications was approved. (Mader/Perry)
- g. The Authorization of Purchasing Agent to Award Contracts was approved. (Peters/Mader)
- h. The list of banks which the library will use was approved. The list of banks includes the following: Bank of America, NJ Cash Management Fund, Valley National Bank, Boling Springs Savings Bank, Columbia Savings Bank, Glen Rock Savings Bank, Hudson City Savings Bank, UBS Financial Services, and Atlantic Stewardship Bank. (Peters/Perry)
- i. Alma Mader was given the authority, in consultation with other Board members, to renew the CD's in the library's accounts at other banks which are not on the approved list if necessary. The banks must have GUDPA certificates. (Peters/Perry).
- j. The auditor's letter was approved. Lerch, Vinci & Higgins will conduct the 2008 audit in a timely manner and the fee shall not increase by more than 2.5% over last year. (Peters/Donato)
- k. A resolution regarding Funding of Municipal Public Libraries was approved. In summary, the resolution states that the Board protests the action of the NJ League of Municipalities in adopting Resolution 2008-03, and asks the Mayor and the Committee of the Township of Wyckoff to do the same.
- l. Committees for 2009 were appointed. The list of committees is as follows:
 - A. Buildings & Grounds – Shotmeyer, Mader
 - B. Library Improvements – Antonacci, Mader
 - C. Finance, Budget, Audit & Ins. – Mader, Shotmeyer
 - D. Friends of the Library – Perry, Donato
 - E. Legal, State & Township – Boonstra, Galenkamp
 - F. Nominating – Mader, DeKorte
 - G. Personnel – DeKorte, Peters
 - H. Policy – Peters, Galenkamp
 - I. Public Relations – Donato, Perry
 - J. School Liaison - Perry

Treasurer's Report:

- a. The treasurer's report for December 2008 was reviewed and approved (Donato/ Perry)
- b. The Morrison CD matured and was rolled over for 11 months at 2.0%.
- c. A motion was approved to grant Alma Mader the authority to move approximately \$100,000 from the Bank of America Business Account to 9-month CDs at Atlantic Stewardship Bank at a rate of 2.86%. (Perry/DeKorte)
- d. CDs at Valley National Bank, Columbia Savings Bank, Glen Rock Savings Bank and TD North were noted to be coming due in January.

Voucher List:

- a. The voucher list for January of 33 items totaling \$60,999.05 along with salaries for December of \$48,762.09 for a combined total of \$109,761.14 was reviewed and approved (Peters/Antonacci)

Director's Report:

- a. A motion was approved to close the library on February 6, 2009 for the staff to attend a seminar on customer service. The staff will return to the library after the seminar and meet and do projects until 5:00 PM. The Board will provide lunch on that day.

Construction Project:

- a. A resolution was passed to retain the legal services of Robert Landel to review contracts related to the proposed library addition.

Henk Shotmeyer adjourned the meeting at 8:50 PM.