

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

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

Present:

Henk Shotmeyer, Vince Antonacci, Lauren DeKorte, Tony Donato, Judy Schmitt, Harold Galenkamp, Nancy Perry and Rudy Boonstra

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

Written Communication

- a. A patron wrote a letter thanking one of the staff members for her assistance with a reference question.
- b. Judy received a memo from Robert Shannon dated August 24, 2009. The memo referred to a communication from the office of the State Comptroller that addresses expenditures or consideration of expenditures of \$10M and over and \$2M and over. The memo will not need to be addressed until the construction bid is awarded.

Secretary's Report:

- a. Minutes from the July 2009 meeting were approved. (Peters/ Galenkamp)

Treasurer's Report:

- a. The treasurer's report for July 2009 was reviewed and approved (Perry/Galenkamp)
- b. The treasurer's report for August 2009 was reviewed and approved (Galenkamp/Antonacci)
- c. A "no-catch" CD was renewed at TD North for five months at 0.55%.
- d. Roth account was renewed at Bank of America for one year at 1.40%.
- e. A CD was renewed at Kearney for six months at 1.50%.
- f. A UBS CD with Goldman Sachs was cashed in and deposited in the business account.
- g. PNC money market – left it there at .70%.
- h. Columbia 2. Cashed it and deposited in business account. Will open a Valley CD for six months at 1.25% with an additional \$125,000 from the business account.

Voucher List:

- a. The voucher list for August of 28 items totaling \$177,287.95 along with salaries for July of \$51,182.76 for a combined total of \$228,470.71 was reviewed and approved. (Peters/Donato)
- b. The voucher list for September of 34 items totaling \$249,299.65 along with salaries for August of \$50,323.20 for a combined total of \$299,622.85 was reviewed and approved.
(Boonstra/Galenkamp)

Director's Report:

- a. A patron of the library passed away and the library was named in the will. We do not have any additional details as of now.
- b. A recent retiree received a letter from the State saying that she is eligible for health benefits. A resolution written by the Township not to provide health benefits needs to be approved by the State. Rudy will contact the Township attorney regarding this matter.
- c. There has been an increase in circulation and reference questions.

Construction Project:

- a. Three weeks prior to the September 9, 2009 Board meeting, representatives of the Board and the Township Committee met. The Township approved a motion authorizing Joyce to sign the application to go before the Board of Adjustment. It was then agreed that the following additional steps would be taken:
 - 1) The application will be heard on September 17, 2009.

- 2) If the application is approved, bids will be sent out.
- 3) The Township will need to approve the application of the building permit. The approval will depend on the bids received.
- d. Rudy raised the issue of the proposal to return money to the Township. It was agreed that the submission of the application and three year plan to the State Library should proceed. Judy explained that the lowest of the three RFP's that we received was from a non-profit company. Judy will ask for a sample of the company's work and will send it to us when she receives it.

Henk Shotmeyer adjourned the meeting at 8:30 PM.