

FINAL

**WYCKOFF LIBRARY BOARD OF TRUSTEES**  
**May 18th, 2022 Board Meeting Minutes**  
**7:30 PM, Wyckoff Public Library and virtual**

“The May 18th Regular Meeting of the Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Township Clerk, The Record, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers.” Formal action may be taken at this meeting.

**Board Member Attendance:**

Present: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

Absent: Peggy Chagares, Lauren McCarthy, Lori Peters

**Staff Attendance:** Laura Leonard, Library Director and Giulia Bombace, Recording Secretary

**Public Comments:** None

**Open Session**

**Board Business:** BCCLS is offering a workshop for trustees, The Value of BCCLS. It will include an overview of the BCCLS bill and a technology update. Trustees are encouraged to attend.

**Secretary’s Report:**

The April 20th, 2022 Wyckoff Library Board of Trustees Meeting Minutes was distributed and Ms. DeKorte invited questions or comments.

Motion by Brian Saxton seconded by Tony Donato to approve the April 2022 Secretary’s Report.

Voting in favor: Vince Antonacci, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

Abstaining: Rudy Boonstra

**Treasurer’s Report**

The March 2022 Treasurer’s Report was distributed and Ms. DeKorte invited questions or comments. An clarification was made response to a question asked in April.

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Motion by Tony Donato seconded by Brian Saxton to approve the March 2022 Treasurer's Report.

Voting in favor: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

The April 2022 Treasurer's Report was distributed and Ms.DeKorte invited questions or comments.

Motion by Brian Saxton seconded by Lauren Cohen to approve the April 2022 Treasurer's Report.

Voting in favor: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

**Voucher List**

The May 2022 Voucher list was distributed and Ms. DeKorte invited questions or comments.

Motion by Brian Saxton seconded by Tony Donato to approve the May 2022 Voucher List.

Voting in favor: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

**RESOLUTION # 2022 - 09 : Payment of Vendors in Advance**

**WHEREAS**, NJSA 40A:5-16 establishes requirements for local units of government to pay out moneys; and,

**WHEREAS**, the Local Boards, as permitted by NJSA 40A:5-16 c(1) may establish circumstances deemed appropriate to make payment to vendors when required in advance of the delivery of certain materials or services when otherwise the payment would not be in compliance with NJSA 40:5-16 a and b; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Wyckoff Library Board of Trustees of the Wyckoff Free Public Library that the below claims for payment are authorized in advance of the goods or services being provided in accordance with NJSA 40A:5-16 c (1). ]

Jody Rubel, #25021, \$540.00, May Tai Chi classes  
Creatively Yours, #25038, \$480.00, 6/6 Glass Fusion Workshop

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Steven Gabai, #25023, \$125.00, 6/8 Genealogy Lecture  
De Lage Landen, #25041, \$420.00

Motion by Brian Saxton seconded by Lauren Cohen to approve Resolution 2022-09:  
Payment of Vendors in Advance.

Voting in favor: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

**Other Financial Matters**

**General**

**Ongoing Business**

**Frenkel Family Memorial donation**

The dedication ceremony for the Frenkel Family Memorial will be held on the 31st of May at 7:00pm. Invitations will be sent out to the Township Committee, school media specialist and the superintendent.

**Bathroom Renovations**

The bathroom renovations are underway. Both phases of the project will be complete in under 120 days.

**Director's Report**

The staff is still working through the 1st grade visits. Two classes have already visited and two more are expected this week. The library has started a 'Create your own Wordle' activity for patrons. The first one was on May 4th. The roof repairs are now complete.

**Committee Updates**

**Policy**

The Policy & Procedures manual has been reviewed. Ms. Leonard proposed revisions to the Staff Conduct section.

Motion by Brian Saxton seconded by Lauren Cohen to approve revisions to the Staff Conduct section of the Policy & Procedures manual including the verbage change suggested by Mr. Boonstra.

Voting in favor: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

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The board reviewed changes proposed by Ms. Leonard to the Laptop and iPad Usage Policy.

Motion by Tony Donato seconded by Vince Antonacci to approve revisions to the Laptop and iPad Usage Policy.

Voting in favor: Vince Antonacci, Rudy Boonstra, Lauren Cohen, Lauren DeKorte, Tony Donato, Brian Saxton

**Adjournment**

Motion by Tony Donato second by Lauren Cohen to adjourn the meeting.  
All were in favor and the meeting was adjourned at 7:58 P.M.

The next meeting will be held on Wednesday, June 15th, 2022 in person.

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Margaret Chagares, Board President

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Laura Leonard, Library Director