

**Board of Trustees Meeting
December 9, 2019**

Call to Order: 7:23 PM

Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act in that the date and location were included in the annual meeting schedule, sent to official newspapers, and posted on the public bulletin board.

Attendance:

- **Present:** Jen Overton, Brian Donohue, Judy Nelson, Saumita Lepre, Aristotle Popolizio, and Deborah Sessa
- **Absent:** Christopher Bardi, Patricia Braga, Areti Khitiri

Approval of Minutes:

- Brian Donohue made a motion to approve the November Board Meeting Minutes, Judy Nelson seconded the motion, and the minutes were unanimously approved.
- Deborah Sessa abstained.

Public Comment:

- None

Correspondence:

- None

Treasurer's Report:

- Judy Nelson presented the Treasurer's Report.
- Discussion of items on the December Bill List took place.
- Minor interior front door repair is necessary.
- At the moment, the library is operating slightly under budget.
- Brian Donohue made a motion to approve the November Bill List, Saumita Lepre seconded the motion, and it was unanimously approved.

Librarian's Report:

- Jen Overton presented the Librarian's Report.
- Extenuating circumstances have led to the library being temporarily short staffed.
- Discussion regarding auditors was tabled until the January 2020 meeting.
- Discussion took place regarding the 2020 Budget.
- Jen presented recommendations for the 5-year Capital Improvement Plan. Approval was tabled until the January 2020 meeting to allow for all Members of the Board of Trustees to review.
- The Mayor's Ball will take place in September 2020. The proceeds of the event will be split between the library and the First Aid Squad. Former Mayor Michael Pacio anticipates that \$30,000.00 can be generated from the event.
- The trains begin running on Saturday, December 14, 2019

Council Liaison's Report

- Not Present

Committee Reports:

- None to report

Old Business:

- None to report

New Business:

- The Recurring Bill List was discussed. Deborah Sessa made a motion to approve the Resolution that will approve the timely payment of the following recurring expenditures on a monthly basis in 2020 when the board meeting falls after the bill due date: Payroll Services, Leaf Copier Lease, Vanguard Cleaning, Clean Mat, Comcast not to exceed \$500.00, and PSE&G not to exceed \$1,000.00. Aristotle Popolizio seconded the motion and it was unanimously approved.
- Nominations for officers' positions were tabled until the January 2020 meeting.
- There are 2 open positions on the Board of Trustees. Recommendations or requests should be directed to Mayor James Spango.

Brian Donohue made a motion to adjourn the meeting at 8:17 PM, Aristotle Popolizio seconded the motion, and it was unanimously approved.

Next meeting date: Monday, January 6, 2020 at 7:15 PM.

Respectfully submitted,
Deborah Sessa