

**New Providence Memorial Library
BOARD OF TRUSTEES MEETING**

January 19, 2021

Board of Trustees:	Mr. A. Au*	Mayor A. Morgan*
Roll Call	Mr. J. Cronin*	Ms. D. Munies*
	Ms. Lisa Florio*	Mr. M. Ondris*
	Mr. K. Lee*	Mr. J. Richter*
	Ms. A. Mascarina*	Ms. K. Stieh*

(* indicates present on the conference call)

A meeting of the Board of Trustees of the New Providence Memorial Library was held on January 19, 2021 by conference call.

President John Cronin called the meeting to order at 7:30 pm, and stated that adequate notice had been given in compliance with the amended Open Public Meetings Act.

PUBLIC HEARING:

Linda Gleason, Acting President of the Friends was in attendance on the conference call.

New Board member Amy Mascarina took the Oath of Office and Oath of Allegiance. The Board welcomed her as a new member.

ELECTION OF OFFICERS:

Mr. Cronin presented the new Slate of Officers for 2021.

President:	Kelli Stieh
Vice-President:	Kerry Lee
Treasurer:	John Cronin
Secretary:	Alain Au

There were no nominations from the floor.

Motion to approve the 2021 Slate of Officers as presented by the Nominating Committee was unanimously accepted.

FRIENDS REPORT:

Acting President Linda Gleason reported that the Friends have paid the library for the Conti Room renovations. She also noted that there will be an increase in this year's budget for funding of programs. As this will be her last meeting as Acting President, she thanked the Board for their support and for their continuing support of the library. No replacement has been found for her yet.

APPROVAL OF MINUTES:

A motion to approve the minutes of the December 15, 2020 meeting as submitted was made by Mayor Morgan and seconded by Mr. Cronin. The minutes of the meeting held on December 15, 2020 as submitted were approved unanimously.

COMMUNICATIONS:

Board Secretary – Kerry Lee: Mr. Lee reported that several donations were made to the library at the end of 2020.

Board of Education Liaison – Jay Richter: Mr. Richter reported that the school district is having two Staff Recognition programs. The first one is for the custodians who have kept the school buildings clean and safe during the last year. The second one is the annual teacher recognition program where there will be one award given to a teacher in each school.

There will be a special staff training program on “Raising Healthy Kids” which will be given by George Scott on Friday. The presentation will also be given next Monday night at the Board of Education meeting and is open to all members of the community.

The Board of Education continues to keep the school community informed about the pandemic with letter to parents and updates to the COVID dashboard.

Mayor’s Report – Mayor Allen Morgan: Mayor Morgan thanked Mr. Richter and the Board of Education for the incredible work they have done during the epidemic.

The Mayor listed several Borough employees who have retired including Doug Marvin, the Borough Administrator who will be replaced by the Assistant Administrator, Bernadette Cuccaro.

Overall revenue will be down ~\$175K due to the loss of revenue from parking tickets and hotel tax. However, construction permit fees have dramatically improved.

DIRECTOR’S REPORT:

Ms. Florio thanked out-going Board President John Cronin for his service during his 2 year tenure. She also thanked Acting President of the Friends Linda Gleeson for her service to the library.

Mr. Lee asked about the condition of the roof. Ms. Florio stated that Woodland Builders has repaired the roof.

Mr. Cronin made a motion to accept the Director’s Report as submitted. Mr. Au seconded the motion and the motion was passed unanimously.

Ms. Stieh suggested that a Marketing Committee be formed with Ms. Florio, Ms. Munies and Ms. Mascarina on it to look into ways of promoting the library’s new services.

Ms. Florio showed a PowerPoint presentation highlighting events from each month during the previous year. The focus of the presentation was how the library changed the way it provided services to the community in response to being closed starting in April due to the pandemic.

COMMITTEE REPORTS:

Personnel: Ms. Stieh stated that she will remain on the Personnel Committee until reviews are completed. A Rice Letter will be sent to the staff before next Tuesday’s closed session Board meeting where staff raises will be discussed.

Policy: Mr. Ondris reported for the COVID Committee that the infection rate in the borough has increased in October, November, December and likely January. Due to this increase, the COVID Committee recommended keeping the library closed beyond the original planned opening date of January 11.

Sunshine: Mr. Lee had nothing to report..

New Jersey Library Construction Bond Act: Mr. Au reported that there is no set schedule yet for re-applying for funding during the second round of awards.

Finance: Mr. Cronin discussed the variance report and noted that Operating Account income was down in 2020 only a small amount since the income is mostly made up of the Borough Appropriation and State Aid. Expenses were down likely due to closure of the library for several months. The result was a surplus which will be added to the reserve accounts.

The Operating Account funds will be transferred from TD Bank to Investor’s Bank in early 2021.

ACTION ON BILLS:

Motion to approve the January 2021 (2020 Budget) Operating Account Bills Payable: J. Cronin
Seconded: A. Au

Motion to pay the January 2021 (2020 Budget) Operating Account Bills Payable was unanimously approved.

Operating Account: \$39, 828.54
Total: **\$39, 828.54**

Motion to approve the January 2021 Operating Account Bills Payable and Special Gifts Account Bills Payable: J. Cronin
Seconded: A. Au

Motion to pay the January 2021 Operating Account Bills Payable and Special Gifts Account Bills Payable was unanimously approved.

Operating Account: \$35, 322.88
Special Gifts Account: \$507.06
Total: **\$35, 829.94**

OLD BUSINESS:

There was no old business discussed.

NEW BUSINESS:

There was no new business discussed.

ADJOURNMENT:

There being no further business, Mr. Cronin made a motion to adjourn the meeting. Mayor Morgan seconded the motion. The motion was passed unanimously and the meeting was adjourned at 9:26 pm.

Leonard Favreau
Secretary to the Board

Kelli Stieh
President