

WOOD-RIDGE MEMORIAL LIBRARY
BOARD OF TRUSTEES REGULAR MEETING

DATE: 1/14/19

Presiding: Catherine Cassidy

<u>Members:</u>	<u>Present</u>	<u>Absent</u>	<u>Members:</u>	<u>Present</u>	<u>Absent</u>
Catherine Cassidy	x		Ann Riccardella	x	
Dolores McAlinden	x		Patricia Sloan	x	
Margaret Mellett	x		Veronica York	x	
Lauren Magnusson	x				
Judy Pepe	x				
Linda Radulich	x				

Meeting Called to Order:

The Meeting was called to order at 7:00 PM by Catherine Cassidy. This meeting is being held in accordance with the provisions of P.L. 231.

Minutes:

A motion to accept the open meeting minutes of 12/10/18 was made by Cathy Cassidy and seconded by Pat Sloan with the following corrections: Under new business remove: "Historical Preservation CD will be rolled over into a 12 month CD."

VOTE: All

Budget Report:

A motion to accept the Financials of January 2019 was made by Dolores McAlinden and seconded by Lauren Magnusson.

VOTE: All

A motion to pay the January bills in the amount of \$22,786.05 with \$20,966.79 applied to the 2018 budget and \$1,819.26 applied to the 2019 budget was made by Pat Sloan and seconded by Judy Pepe.

VOTE: All

A motion to pay the December programs in the amount of \$3,863.00 with \$315.00 applied to the 2018 budget and \$3,548.00 applied to the 2019 budget was made by Dolores McAlinden and seconded by Lauren Magnusson.

VOTE: All

A motion to pay the December payroll in the amount of \$17,329.76 was made Cathy Cassidy and seconded by Judy Pepe.

VOTE: All

Director's Report/Committee Reports:

A motion to accept the Director's Report was made by Cathy Cassidy and seconded by Judy Pepe.

VOTE: All

Friends of the Library:

No report.

Open Hearing:

No members of the public were in attendance.

Old Business:

Strategic Plan – Wording was finalized and changes will be submitted for a final draft and printing.

Library Renovation Project – Building and Grounds Committee will be meeting to discuss possible interior and exterior changes.

Employee Handbook and Policy and Procedures Manual – A motion was made by Cathy Cassidy to require background checks and fingerprinting for employees only. Seconded by Linda Radlich.

VOTE: All

New Business:

Regular Staff increases:

A motion to increase staff pay by 3% was made by Cathy Cassidy and seconded by Ann Riccardella.

VOTE: All

2019 Draft Budget:

Board will review proposed budget for discussion and vote at the February meeting.

Staff Development:

A motion was made by Cathy Cassidy to close the Library on the morning of 2/25/19 to allow for professional development of the staff. Seconded by Ann Riccardella.

VOTE: All

Correspondence:

A thank you was received from the parent of a child who received recognition and a book for completing the *1000 Books Before Kindergarten* program.

**WOOD-RIDGE MEMORIAL LIBRARY BOARD OF TRUSTEES
ANNUAL MOTIONS for REORGANIZATION MEETING**

January 2019

Cathy Cassidy made a motion to re-affirm the Library Director as the official purchasing agent for the Library. Seconded by Ann Riccardella.

Pat Sloan made a motion to re-affirm the Library Director as the official spokesperson of the Wood-Ridge Memorial Library. Seconded by Lauren Magnusson.

Ronnie York made a motion to re-affirm the current By-Laws of the Wood-Ridge Memorial Library Board of Trustees. Seconded by Judy Pepe.

Linda Radulich made a motion to keep the meeting agenda according to the By-Laws of the Wood-Ridge Memorial Library Board of Trustees. Seconded by Lauren Magnusson.

Pat Sloan made a motion that the Director be authorized to make payment of bills in the event there is no Board meeting for reasons such as recess or lack of quorum. Seconded by Cathy Cassidy.

Cathy Cassidy made a motion that the new Member application to BCCLS be automatically approved by the Wood-Ridge Memorial Library Board of Trustees as long as the applicant meets all the requirements for membership in the Bergen County Cooperative Library System (BCCLS). Seconded by Judy Pepe.

Delores McAlinden made a motion approving Valley National Bank and Kearny Bank as authorized financial institutions used by the Wood-Ridge Memorial Library. Seconded by Ronnie York.

Cathy Cassidy made a motion approving Officers of the Wood-Ridge Memorial Library

Board of Trustees:

Cathy Cassidy - President

Ronnie York - Vice President

Delores McAlinden - Treasurer

Judy Pepe -Secretary

WOOD-RIDGE MEMORIAL LIBRARY

**BOARD OF TRUSTEES
STANDING COMMITTEES
2019**

Finance

Catherine Cassidy
Dolores McAlinden
Linda Radulich

Personnel

Patricia Sloan
Veronica York
Dolores McAlinden

Building and Grounds

Catherine Cassidy
Judith Pepe
Patricia Sloan
Veronica York

Policy

Judith Pepe
Ann Riccardella
Lauren Magnusson

Adjournment:

A motion to adjourn the meeting was made by Cathy Cassidy and seconded by Lauren Magnusson. The motion carried and the meeting was adjourned at 9:10 pm.