

WOOD-RIDGE MEMORIAL LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
DRAFT COPY

**DATE:** January 13, 2020

**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	
Erin Hughes	X		Veronica York	X	
Lauren Magnusson	X				
Judy Pepe	X				
Linda Radulich	X				

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**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 minutes of December 9, 2019 was made by Ann Riccardella and seconded by Patricia Sloan with the following corrections: None.

**VOTE: All**

A motion to accept the minutes of December 17, 2019 was made by Veronica York and seconded by Catherine Cassidy with the following corrections: None.

**VOTE: All with two abstentions: Judy Pepe and Lauren Magnusson**

A motion to accept the minutes of December 17, 2019 was made by Catherine Cassidy and seconded by Veronica York with the following corrections: None.

**VOTE: All with two abstentions: Judy Pepe and Lauren Magnusson**

**Budget Report:**

A motion to accept the Financials of January 2020 was made by Dolores McAlinden and seconded by Linda Radulich.

**VOTE: All**

A motion to pay the January bills in the amount of \$38,910.28 was made by Dolores McAlinden and seconded by Patricia Sloan.

**VOTE: All**

A motion to pay the December programs in the amount of \$215.00 was made by Veronica York and seconded by Catherine Cassidy.

**VOTE: All**

A motion to pay Miss Nita's January 8 programs and a donation to St. Jude Children's Research Hospital in the amount of \$415.00 was made by Veronica York and seconded by Lauren Magnusson.

**VOTE: All**

A motion to pay the December payroll in the amount of \$ 18,192.31 was made by Lauren Magnusson and seconded by Ann Riccardella.

**VOTE: All**

**Director's Report/Committee Reports:**

A motion to accept the director's report was made by Linda Radulich and seconded by Patricia Sloan.

**VOTE: All**

**Friends of the Library:**

The Friends of the Library officially closed their account and turned the money remaining over to the library.

**Open Hearing:**

No member of the public was in attendance.

**Old Business:**

A motion to accept the Borrowing Policy was made by Ann Riccardella and seconded by Patricia Sloan.

**VOTE: All**

A motion to accept the Code of Conduct Policy was made by Lauren Magnusson and seconded by Linda Radulich.

**VOTE: All**

A motion to accept the Unattended Children Policy was made by Judy Pepe and seconded by Veronica York.

**VOTE: All**

A motion to accept the 2020 Library Budget was made by Linda Radulich and seconded by Patricia Sloan.

**VOTE: All**

**New Business:**

Board President Catherine Cassidy signed the BCCLS Certification of Agreement.

A motion to increase staff pay by 3% was made by Lauren Magnusson and seconded by Judy Pepe.

**VOTE: All**

The seven month Historical Preservation ADA CD and the thirteen month Unemployment Trust Fund CD will be rolled over.

A motion to go into closed session to discuss a personnel matter as made by Catherine Cassidy and seconded by Veronica York.

**VOTE: All**

A motion to pay former director Margaret Mellett for her 40 hours unused vacation and personal day was made by Catherine Cassidy and seconded by Patricia Sloan.

**VOTE: All**

A motion to return to open session was made by Catherine Cassidy and seconded by Patricia Sloan.

**VOTE: All**

**Correspondence:**

None

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

**January 2020**

Catherine Cassidy made a motion to re-affirm the Library Director as the official purchasing agent for the Library. Seconded by Lauren Magnusson.

Veronica York made a motion to re-affirm the Library Director as the official spokesperson of the Wood-Ridge Memorial Library. Seconded by Judy Pepe.

Catherine Cassidy made a motion to re-affirm the current By-Laws of the Wood-Ridge Memorial Library Board of Trustees. Seconded by Patricia Sloan.

Ann Riccardella made a motion to keep the meeting agenda according to the By-Laws of the Wood-Ridge Memorial Library Board of Trustees. Seconded by Dolores McAlinden.

Catherine Cassidy 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 Lauren Magnusson.

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

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

Patricia Sloan made a motion approving Officers of the Wood-Ridge Memorial Library Board of Trustees:

Catherine Cassidy - President

Veronica York - Vice President

Dolores McAlinden - Treasurer

Judy Pepe - Secretary

Seconded by Lauren Magnusson

**Adjournment:**

A motion to adjourn the meeting was made by Lauren Magnusson and seconded by Ann Riccardella. The motion carried and the meeting was adjourned at 8:12 pm.