

Minutes of the Montvale Public Library  
Board of Trustees Meeting  
held in the Library on Thursday, November 29, 2018 (rescheduled from 11/15)

I. Roll Call

Meeting called to order at 7:33pm

In Attendance:

Donald Londahl-Smitht

Paul Shaver

Dr. Darren Petersen

Vicki Slockbower

Nancy Racich

Richard Voorhees

Absent: Tom Bonnell

Excused: Tammy King

Vicki Slockbower stated that the requirements of the Open Public Meetings Act have been satisfied.

II. Minutes

Minutes of the October 25, 2018 Board of Trustees meeting were approved.

Voorhees, 1st

Racich, 2nd

Discussion: Ms. Racich inquired about the new methodology of ordering books as purchased before. Mr. Shaver explained this format and discussed the weeding process.

III. Director's Report

Mr. Voorhees inquired about the potential for a new book drop. Mr. Shaver said the cost would be around \$6,000. Ms. Racich asked if the book drop could be insured (since the current one was hit by an automobile), and Mr. Shaver said it was insured. The Board would like the new book drop to be media appropriate as well.

Sharp, a local technology company, gave Mr. Shaver a quote on a copier and Smart Board.

IV. Bills

Financial Report - October 2018

NJ Cash Management Fund

\$ 55,786.68

Reserves	\$ 3,370.93
Chase Checking	\$ 17,829.36
Chase Savings	<u>\$ 51,831.05</u>
Closing Balance	\$137,353.76
Encumbered- All sources	\$ 27,391.65
Unencumbered funds	\$109,962.11

Be it resolved by the Board of Trustees of the Montvale Free Public Library that the attached November bill list, totaling \$22,293.14 is hereby ordered paid.

Londahl-Smidt, 1st  
 Racich, 2nd  
 Unanimously carried.

#### V. Unfinished Business

The website will be ready for a demonstration in December 2018 and hopefully go live in February 2019. The logo has not been created yet.

Vote to change the library material fines to be converted to \$0.10 per day for all items.

Slockbower, 1st  
 Voorhees, 2nd  
 Unanimously carried.

The library will be closed the Saturday and Sunday of Memorial Day weekend.

Personnel- Mr. Shaver will be posting for two open positions. He would also like to get fleece jackets with the library's new logo.

The AOA cleaning company contract expires soon. Vote to make a new contract with AOA.

Londahl-Smidt, 1st  
 Slockbower, 2nd  
 Unanimously carried.

The copier contract will be up in January. The current model is no longer serviced (and costs \$108). Mr. Shaver is negotiating for a new copier to cost less than \$200.

With extra funds available in Children's, the Library will likely purchase five LEGO Mindstorms and new museum passes. The Friends fund Museum of Natural History and the Intrepid Sea, Air & Space Museum. Mr. Shaver will also look into an online reservation system for the passes.

Mr. Shaver contacted the town lawyer about the employee manual. It will be emailed to the Board in advance of the December meeting.

Ms. Slockbower inquired if it would be advantageous to add another Board Member. After discussion, it was concluded that seven is an odd number and suits the needs of the board better. With eight members, they would need five for a quorum.

Motion to accept the slate of 2019 officers as follows:

Vicki Slockbower- President	Tom Bonnell- Vice President
Don Londahl-Smidt - Treasurer	Nancy Racich- Secretary

Voorhees, 1st  
Peterson, 2nd  
Unanimously carried.

VI. Adjournment

Peterson, 1st  
Slockbower, 2nd  
Unanimously carried.

Respectfully Submitted,

Morgan Taylor, Secretary