



420 CROWN POINT ROAD, WEST DEPTFORD, NJ 08086-2124
856/845-6593 FAX 856/848-3689

**BOARD OF TRUSTEES MEETING
Monday October 28, 2019 7:30 PM
MINUTES**

- A. Call to Order - Open Public Meetings Act @7:31pm
- B. Roll Call Present – Terri Wallowitch, April Maska, Stacy Reid, Karen Hink.
Absent – James Mehaffey, Camille Gaines, Superintendent’s Liaison.
- C. Review of Minutes from Previous Meeting – Terri noted that an amendment needed to be made to the minutes. A motion was made by Terri Wallowitch with a second by April Maska to approve the September 2019 minutes as amended. Roll call Vote 4- Yes 0-No. Motion carries in the affirmative.
- D. Treasurer’s Report and Resolution on Transfer of Funds
A motion was made by Stacy Reid with a second by Terri Wallowitch to pay the bills in the amount of \$19620.41. Roll call vote Yes – 4, No- 0. Motion carries in the affirmative.
- E. Directors Report _ Reviewed with Board Members. See Report.
- F. Friends of the Library Report -Reviewed with Board Members. See Report.
- G. Report of the President of the Board of Trustees – Nothing to report.
- H. Committee Reports - None
- I. Communications - 3 Thank you notes received and reviewed by the Board.
- J. Trustee Institute. – No information received to date.
- K. Old Business
 - 1. Personnel Policy Manual. Discussed questions with the Director. Draft of updated manual in progress.
 - 2. 2020 Calendar of Library Closings and Board Meetings. A motion was made by April Maska with a second by Karen Hink to accept the proposed 2020 Calendar. Roll Call Vote Yes -4 No-0. Motion carries in the affirmative.

3. West Deptford Historical Society- Christmas Lights Tour is scheduled for December 16, 2019.

L. New Business

1. Personnel- Discussion and Action Item. A motion was made by Terri Wallowitch with a second by April Maska to go into Closed Session. All present in favor.
A motion is made by Terri Wallowitch with a second by April Maska to come out of Closed Session. All present is favor.
A motion was made by Terri Wallowitch with a second by April Maska to Offer the the YAMC position to Amy Osterhout for up to 29 ½ hours per week at a rate of \$15.47 per hour.
2. 2019-2020 Budget. Budget Committee to Work with Township CFO to to develop new budget.
3. Director Wood to consider volunteer in partnership with PASP for a period of two weeks duration at which time the program will be reviewed.
4. Discussion with Board and Director regarding consideration of Background Checks for Volunteers.
5. Director Wood will update Library Operation regarding Long Term Sick Leave.

N. Public Portion-None

O. Announcements-None

P. Adjournment A motion was made by Stacy Reid with a second by April Maska to adjourn the meeting @ 8:50 pm. All present in favor.