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**BOARD OF TRUSTEES MEETING
Monday, February 24, 2020, 7:30 PM
MINUTES**

Call to Order - Open Public Meetings Act at 7:30pm

Roll Call- Present- Terri Wallowitch, Karen Hink, Camille Gaines. Stacy Reid, Kim Agren and Lauren Sedberry. Absent- Jennifer Gilman

Review of Minutes from Previous Meeting – A motion was made by Karen Hink to accept the December minutes with a second by Stacy Reid. Roll call vote. 6-yes, 0-no, motion carries in the affirmative.

A motion was made by Terri Wallowitch with a second by Kim Agren to approve the January minutes with the corrections of Terri Wallowitch name and removal of pages names. Roll Call vote 5-yes, 0-no, 1-abstention (Reid) Motion carries in the affirmative.

Treasurer's Report -A motion was made by Stacy Reid with a second by Kim Agren to pay the bills in the amount of \$24,817.20. Roll Call vote 6-yes 0-no; motion carries in the affirmative.

Director's Report- See Report (incident report discussed)

Friends of the Library Report- See Report

Report of the President of the Board of Trustees- Nothing to report

Committee Reports- Karen Hink made a sample of the addendum for sick leave to add to the policy.

Budget committee to meet before the next board meeting.

Correspondence- Letter sent out about to the waterways project.

Trustee Training- None

Old Business

1. Personnel Closed Session- A motion was made by Terri Wallowitch with a second by Karen to go into closed section.

A motion was made by Karen Hink with a second by Kim Agren to come out of closed session in which all board members were in favor.

2. **Personnel** – Custodial position with routine and duties discussed. A motion was made by Terri Wallowitch with a second by Karen Hink to accept Angel Gerena as the part time custodian at 20 hours a week and 12 dollars an hour. Roll call vote, 6-yes, 0-no, motion carries in the affirmative. Start date February 24th, waiting on background check.
3. **2020 Budget**- Budget committee to review every item and find areas to cut costs. Committee will meet before board meeting to review service stats and reports. Board recommends not printing the newsletter; keeping one on hand for patrons to read at the library. Online copy to send out with township newsletter. Discussion of removing one of two internet services, Carolyn will reach out to get the information and quotes.
 - Adjust expenditures, need to be included in department total.
 - Discussion of the lighting and roof, things to be replaced/fixed.
4. **West Deptford Historical Association- None**

New Business-

1. **WDFPL Policies**- Training programs to be printed and read by board members
2. **Resolution of Signers for Account**- President, Vice President, and treasurer

Public Portion- A motion made by Karen Hink with second by Camille Gaines to open the meeting to the public, when no one chose to come forward the public portion closed.

Announcements- None

Adjournment- With a motion made by Karen Hink with second by Kim Agren to adjourn the meeting at 8:28pm in which all board members were in favor.