

ENGLEWOOD LIBRARY BOARD OF TRUSTEES

February 12, 2018 Meeting Minutes 7:30 PM

Englewood Public Library, 31 Engle Street

Approved March 12, 2018 Board Meeting

Open Public Meeting Act

“The February 12, 2018 Regular Meeting of the Englewood Public Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in the Englewood City Hall; a copy has been filed with the City Clerk and The Record, a newspaper with a general circulation throughout the City of Englewood. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspaper.” Formal action may be taken at this meeting.

Call to Order and Attendance

The Board Meeting was called to order at 7:30 PM, Board President Nina Nanasi presiding.

Board Member Attendance: Nina Nanasi, President; Debra Trachtenberg, Vice-President; Ann Dermansky, Secretary; Katharine Glynn and Gina Leonard-Edone.

Absent: Nelida Bobe and Arnold Brown.

Staff Attendance: Abigail Sanner, Interim Library Director, Charlene Denisen, Administrative Assistant.

Approval of Agenda: Ms. Nanasi asked for a motion to approve the agenda. Ms. Glynn moved to approve the agenda as presented, Ms. Trachtenberg seconded the motion. Unanimously approved.

Public Comment: No comment from the public.

Secretary’s Report

Ms. Nanasi asked for a motion to approve the minutes of the January 8, 2018 board meeting. Ms. Glynn moved to accept the minutes as presented, Ms. Trachtenberg seconded the motion. Unanimously approved.

Treasurer’s Report

January Treasurer’s Report

In Mr. Brown’s absence Ms. Sanner reviewed the January 2018 Treasurer’s Report and invited the Board to ask questions. Ms. Dermansky moved to approve the Treasurer’s report summary for January 2018 Library Operating Funds had a closing balance of \$379,643. Total Library Funds had a closing balance of \$480,037; Ms. Glynn seconded the motion. Unanimously approved.

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January 2018 Bill List - City

Ms. Sanner reviewed the City Invoice list presented to the City of Englewood for payments. Ms. Sanner asked for a motion to approve the January City bill list in the amount of \$75,781.28. Ms. Dermansky moved; seconded by Ms. Glynn. Unanimously approved.

January 2018 Bill List – General Fund

Ms Sanner reviewed the January 2018 Bill List in the amount of \$20,423.00 and opened the floor to questions. Ms. Dermansky moved to approve the Bill List as presented; seconded by Ms. Glynn. Unanimously approved.

Correspondence

Mr. Brown asked that the usual presenter fee for his program “They Sacrificed to Abolish Slavery” be paid to Cornerstone Community Development Corporation. The corporation supports community projects countywide. Ms. Glynn moved to approve the payment be made to Cornerstone Community Development Corporation; seconded by Ms. Dermansky. Unanimously approved.

Reports

President’s Report: Ms. Nanasi reported that over eleven resumes have been received for the open Library Director’s position. Ms. Nanasi continued that interviews have begun and will keep the board posted.

Director’s Report: Ms. Sanner highlighted for the board parts of her report. Ms. Sanner informed the board that the Library’s budget meeting is scheduled for Wednesday, March 7 at 7pm.

Ms. Sanner asked for a motion to approve the appointment of Vincent Montanino to conduct a 2017 audit of the financial statements of the Englewood Library in the amount of \$6,250. Ms. Trachtenberg moved to approve the appointment; seconded by Ms. Glynn. Unanimously approved.

Personnel Actions

Ms. Nanasi asked for a motion to approve the February 12, 2018 Personnel Actions as presented. Ms. Glynn moved to approve the Personnel Actions; seconded by Ms. Leonard-Edone. Unanimously approved.

New Business

Ms. Glynn asked that the Trustees read the flyer circulated at tonight’s meeting entitled “NJ libraries offer Kanopy for free streaming of 30,000 films”. Ms. Glynn feels this will encourage library usage.

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Comments from the Public

Jay Wolf informed the board that he worked on and the library received a donation from Tech Soup for 30 Micro Soft Office licenses at a very low cost.

Next Meeting Date

The March Meeting will be held on Monday, March 12, 2018 at 7:30 PM.

Adjournment

Ms. Trachtenberg moved to adjourn the meeting; seconded by Ms. Leonard-Edone. Unanimously approved. The meeting adjourned at 8:59 PM

Respectfully Submitted

Charlene Denisen for
Ann Dermansky, Secretary