

A regular meeting of the Board of Trustees of the Maywood Public Library was held on September 19, 2018 in the Hackbarth Auditorium in the Library.

In accordance with the requirements of the Sunshine Law of the State of New Jersey, the area newspapers have been properly notified of this meeting.

President Lapin called the meeting to order at 6:30 PM.

The following were present:

Trustees: L. Lapin, T. Valentine, M. Matos-Rowe, E. Pope, E. Engel,
Mayor Adrian Febre
Library Director: Caitlin Hull

The following were absent:

Trustees: M. Stathis
Chairman Emeritus: H. Bloom
Council Liaison: M. Gervino
School Superintendent Liaison: D. Cicarelli

MINUTES

Motion to accept the minutes of the June meeting moved by Matos-Rowe and seconded by Engel.
Motion carried.

PUBLIC PORTION

No public present.

CORRESPONDENCE

Director Hull received the following correspondence:

- Two (2) letters of resignation from the following library employees:
 - Yasmin Shamouil, Page
 - Patrice Horvath, Youth Services Assistant
- A letter of gratitude via email from a patron regarding the Adult Summer Reading Program.

DIRECTOR'S REPORT

Director Hull reported on staff resignations, Hoopla, building issues, Hackbarth updates, BCCLS updates, community outreach and adult and youth programs.

FINANCE REPORT

Bill List

Hackbarth: 8 items amounting to \$1,791.87
Moved to accept by Pope, seconded by Matos-Rowe.
Motion carried.

Prestige: 23 items for \$12,082.91
Moved to accept by Valentine, seconded by Matos-Rowe.
Motion carried.

Profit and Loss statements accepted as presented.

COMMITTEE REPORTS

None.

OLD BUSINESS

- Policies:

Director Hull recommended that the Policy Committee meet prior to the next board meeting to review and update policies.

- Banking Issues:

Director Hull provided an update on the issues accessing the Library's accounts at SB One (formerly Community Bank). Director Hull will look into the process of switching to another local bank.

NEW BUSINESS

- Library Cards:

The Board approved the purchase of 1,000 library cards as per the quote to replenish the supply. Moved by Pope, seconded by Engel. Motion carried.

- After School Procedure:

The Board approved an update to the Library's Code of Conduct Policy to now allow food in designated areas. Moved by Febre. Seconded by Engel. Motion carried.

- Audit:

The board reviewed the audit as presented.

- Paid Sick Leave Act:

Director Hull distributed copies of The New Jersey Paid Sick Leave Law for review. The Library's policy needs to be updated to reflect this new law, which will go into effect on October 29, 2018. The Policy Committee will meet prior to the next board meeting to assist in the revision. The revised policy will be presented at the next board meeting.

ADJOURNMENT

Febre moved to adjourn at 7:26 PM, seconded by Matos-Rowe. Motion Carried. Meeting adjourned.

Respectfully submitted,

Tammy Valentine, Secretary