

Minutes of the Kinnelon Public Library Board of Trustees, July 21, 2021 Meeting

Kinnelon Public Library
132 Kinnelon Rd
Kinnelon, NJ 07405

Recording: William Saks

PLEASE NOTE: This regularly scheduled meeting of the Kinnelon Public Library Board of Trustees (KPL) is being held virtually to minimize the risk of COVID-19 spread.

The meeting of the Board of Trustees was called to order by President A. Vosatka at 7:30 p.m. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law.

Roll Call: Attendees: K. Fraone, W. Saks, V. Russo, J. Horton, P. Giordano, S. Ott, A. Vosatka

Absent: Mayor J. Freda, D. DiGiuseppe

Approval of the Minutes: Motion by; P. Giordano; second by J. Horton with unanimous approval.

Public Comments Regarding Agenda Items: None

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: Reports were filed as presented.

Approval of the June Bills: Motion by P. Giordano; second by J. Horton. Unanimous approval.

Informational Discussions Including Sub Committee Updates.

CLL and Friends Report: A meeting was held earlier this month with the Friends Book Sale genre coordinators and volunteers. Assignments and responsibilities, including the process for cleaning, sorting and shelving donated books and media, was reviewed. The acceptance of book and media donations began on July 16th. And runs through August 11th. The book sale is scheduled to take place August 20th through August 23rd.

CLL registration for the fall semester began earlier this month with a deadline of August 27th for submission of registration applications. Acceptance into the limited class offerings is on a first come first serve basis.

A brain storming session was recently held regarding the CLL 2022 spring semester including organizational and structural considerations. This meeting included the CLL/Friends President and Vice President, Trustee President, Library Program Specialist, Library Director and CLL Class Coordinator.

Borough Liaison: The punch list was reviewed for those items that need to be addressed and was shared with by the DPW foreman.

Kinnelon Library Legacy Foundation: An explanation of the history, establishment, purpose and goals of the Legacy Foundation was reviewed and discussed.

Personnel SubC: Nothing new to report.

Finance SubC: June year to date financial revenues are tracking slightly behind budget. This is due to the timing of the borough appropriation. Major expense categories are also tracking slightly behind the personnel informational resources. This is also due to timing. It is anticipated that the present year to date deficit will reverse once the borough appropriations are received in the third quarter.

There have been no issues to date with the 2020 audit analysis that is presently taking place.

Capital Improvement SubC: The established capital improvement spending plan was reviewed and discussed by committee members to determine the level of execution for each of the approved ongoing projects.

The director met with two companies regarding the purchase of new furniture, including tables and chairs for the meeting rooms. Price quotes are in the process of being submitted by these companies.

Director Report and Staff Reports: Highlights of the report were shared including a blood drive that was held in June, an update on the summer reading program, outdoor children's story time, a cooking class and paint night classes. Virtual programming continues to be well attended.

A brainstorming session will be held in August to plan for proposed fall family programming.

Report filed as presented.

Action Items: Resolution 2021-7 to authorize a change in signing authority on bank signature cards. The motion was made by J. Horton and seconded by P. Giordano to approve Resolution 2021-7 as presented below. Unanimous approval.

**RESOLUTION 2021-7
AUTHORIZING A CHANGE IN SIGNING AUTHORITY
ON BANK SIGNATURE CARDS**

WHEREAS, The Kinnelon Public Library maintains bank accounts from which Library funds are dispensed; and

WHEREAS, Mesrob Odian was an authorized signatory on such accounts based on his role as a member of the Kinnelon Public Library Board of Trustees; and

WHEREAS, Mesrob Odian completed his term on the Board of Trustees and left the Board of Trustees and Stella Ott was appointed to replace him;

NOW, THEREFORE BE IT RESLOVED THAT the Kinnelon Public Library Board of Trustees authorizes that new bank signature cards be signed removing Mesrob Odian as an authorized signatory and adding Stella Ott as an authorized signatory in addition to the current Board members who will continue as authorized signatories: Anne Vosatka, Patricia Giordano, William Saks and Joyce Horton; and

BE IT RESOLVED that this change shall become effective immediately.

Anne Vosatka, President

DATED: July 21, 2021

I certify that the above is a true copy of Resolution 2021-7 passed by the Kinnelon Public Library Board of Trustees at its regularly scheduled meeting held on July 21, 2021.

Kimberly Fraone, Library Director

New Business: The director reviewed details of the brainstorming session regarding the future of CLL that took place earlier in July with the individuals previously mentioned in the CLL/Friends Sub Committee report.

Old Business: None

Public Comments: None

The motion to adjourn was made at 8:56 p.m. by P. Giordano; second by J. Horton

Respectfully Submitted,

William P Saks
William P. Saks