

Minutes of the Kinnelon Public Library Board of Trustees, January 18, 2023 Meeting

Kinnelon Public Library  
132 Kinnelon Rd  
Kinnelon, NJ 07405

Recording: William Saks

The meeting of the Board of Trustees was called to order by President Anne Vosatka at 7:38 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, P. Giordano, J. Horton, C. Van Zile, A. Vosatka

**Absent:** Mayor J. Freda, David C. Mango

**Approval of the Minutes:** Motion by J. Horton; second by C. Van Zile; with unanimous approval.

**Public Comments Regarding Agenda Items:** None

**Statistical Report, Financial Report, Financial Snapshot and Bills for Approval:** The financial snapshot has been updated to break out the capital expense account versus the operating account resulting in it being more representative. Reports were filed as presented.

**Approval of the January Bills:** Motion by P. Giordano; second by C. Van Zile; with unanimous approval.

**Informational Discussions Including Sub Committee Updates.**

**Friends Report:** Nothing to Report

**Borough Liaison:** Nothing to report

**Kinnelon Library Legacy Foundation:** Nothing to report

**Personnel SubC:** Feedback forms were shared for providing input into the director's annual evaluation for her performance in 2022. The summary recommendations and consolidated feedback will be presented at a closed session of the February board meeting.

**Finance SubC:** The year to date revenues and expenses are favorable versus the budget. Consideration is being given to hiring a consultant to assist with oversight on Quick Books and book keeping. Filed as presented.

**Director Report and Staff Reports:** Highlights of the report included the following programs and activities:

CLL spring semester brochures were mailed on January 9, 2023. Registration for classes began January 17<sup>th</sup> and ends on February 3<sup>rd</sup>. The semester begins February 27<sup>th</sup> and ends May 5<sup>th</sup>.

The Marketing and Engagement Coordinator has developed a survey for the community as one of the first steps in completing the strategic plan.

The director and the finance committee met to prepare the 2023 budget for approval.

**Action Items:** The 2023 budget was presented and comprehensively reviewed. If necessary, there will be a mid-year review and update of the budget.

A motion to approve the 2023 budget as presented was made by P. Giordano; second by C. Van Zile; with unanimous approval.

**New Business:** None

**Old Business:** None

**Public Comments:** None

The motion to adjourn was made at 8:27 p.m. by P. Giordano; second by V. Russo; with unanimous approval.

Respectfully Submitted,

William P. Saks