

Newark Public Library Board Minutes | 2019

Date: June 13, 2019

Call to Order by Lisa at 6:08 PM.

Present: Andrea Jacoby, Lisa Burley, Melissa Correia, Allan Mallette, Dan Bement, Russ Harris, Joey Nicosia, Deb Barry

Absent: Chris Mizro

Public Comment: none

Secretary's Report: Review of minutes. Motion to approve made by Russ, Dan 2nd, passed unanimously.

Treasurer's Report: Review of budget report. Motion to approve made by Russ, Andrea 2nd, passed unanimously. Review of abstract. Motion to approve abstract made by Russ, Deb 2nd, passed unanimously.

Director's Report: Discussion of programs and their attendance. Discussion of summer staffing. We were awarded \$4,000 from the Rotary Club grant, as well as \$2,000 from the Stuart foundation. The funds allowed for the purchase of a new more functional customer service desk for the children's room. The village crew will be installing the new handicapped door within the next few weeks. Melissa and Heaven have moved their offices to create a new small public meeting room in Heaven's old office.

Committee Report: none

Old Business: Director Evaluation-tabled until July meeting due to Chris's absence

New Business:

- Oath of Office-taken by Lisa & Dan
- Annual public utility resolution-motion made by Andrea to authorize all payments by the Newark Public Library for all utilities for the 2019-2020 fiscal year. Russ 2nd the motion, passed unanimously.
- Tobacco Use Policy-Motion made by Russ to adopt the proposed draft, Deb 2nd the motion. Motion passed unanimously.
- Purchase of new meeting room tables-there is money available in the budget, and Melissa wishes to purchase some new meeting room tables. They are slightly smaller than our current craft size tables, and will be easier to store/set up. Motion to make the purchase made by Russ, Andrea 2nd, passed unanimously.
- Holidays-Motion made by Deb stating that 1) the board approves 10 paid holidays per calendar year, to be determined at the discretion of the director and 2) the holiday

schedule will be determined by the October board meeting for the coming calendar year.
Russ 2nd the motion, passed unanimously.

- Motion to accept the resignation of Cindy Seavert made by Russ, Andrea 2nd, passed unanimously
- Change of July meeting-Motion to change July meeting date to the 18th made by Lisa, Dan 2nd, passed unanimously.

Motion to adjourn is made by Lisa, Deb 2nd, passed unanimously.

Meeting adjourned at 7:11. **Next meeting Thursday July 18, 2019 at 6 PM.**