

# Newark Public Library Board Minutes | 2019

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Date: December 12, 2019

**Call to Order by Joey at 5:59 PM.**

Present: Joey Nicosia, Melissa Correia, Chris Mizro, Russ Harris, Dan Bement, Allan Mallette

Absent: Deb Barry, Lisa Burley, Sue Oberdorf

**Public Comment:** None.

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

**Treasurer's Report:** Review of abstract. Motion to approve abstracts made by Chris, Russ 2<sup>nd</sup>, passed unanimously. Review of budget report. Motion to approve made by Chris, Russ 2<sup>nd</sup>, passed unanimously.

**Director's Report:** Review of programs and services. Walking club moved indoors to AECC and is growing; new book clubs added; book sale brought in \$800. Melissa conducting annual performance evaluations. Lack of parking caused Wayne CAP to move free annual community tax prep help to a different location.

**Committee Report:** none

**Old Business:** none

**New Business:**

\*Investment update, Donna Johnson, LNB – Our funds are doing well within the strict investing guidelines allowed to us. They are invested in various CDs with varying dates of maturation, minimum interest and performance based interest. The report from LNB is attached.

\*Long range plan extension – The library's current long range plan expires this month. At the recommendation of Ron Kirsop, Executive Director of the Pioneer Library System, the board has decided to extend the current plan for 6 months or until Ron and Melissa are able to complete a new plan. Motion made by Chris, second by Dan, passed unanimously.

\*Mid-year budget review and adjustment – Tabled until the January meeting.

\*Roof construction project – Roof repair and replacement anticipated to be closed to \$100,000 than the \$40,000 estimate used for the construction grant application.

\*Allan asked the board to discuss the process of approving the credit card bill, which is not eligible for pre-approval with the utilities and payroll. Joey will ask at LNB about changing the due date of the bill so it can be included in the abstract submitted for approval at the monthly board meeting.

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\*Motion by Russ at 6:17pm to enter executive session, 2<sup>nd</sup> by Chris. Motion to exit executive session made by Dan at 6:40pm, second by Russ.

Motion to adjourn is made by Chris, Russ 2<sup>nd</sup>, passed unanimously.

Meeting adjourned at 6:42pm. **Next meeting January 9, 2020 at 6:00 PM.**