

## **ENGLEWOOD LIBRARY BOARD OF TRUSTEES**

**January 8, 2018 Meeting Minutes 7:30 PM**

**Englewood Public Library, 31 Engle Street**

*Approved 2/12/18 Board Meeting*

### **Open Public Meeting Act**

“The January 8, 2018 Regular Meeting of the Englewood Public Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in the Englewood City Hall; a copy has been filed with the City Clerk and The Record, a newspaper with a general circulation throughout the City of Englewood. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspaper.” Formal action may be taken at this meeting.

### **Call to Order and Attendance**

The Board Meeting was called to order at 7:30 PM, Board President Katharine Glynn presiding.

**Board Member Attendance:** Nina Nanasi, President; Debra Trachtenberg, Vice-President; Ann Dermansky, Secretary; Arnold Brown, Treasurer; Katharine Glynn, Nelida Bobe, Gina Leonard-Edone.

**Absent:** All Present

**Staff Attendance:** Abigail Sanner, Interim Library Director, Charlene Denisen, Administrative Assistant.

**Public Comment:** No comment from the public.

### **Reorganization**

**Report of Nominating Committee:** Ms. Bobe, Chairperson of the Committee whose members included Mr. Brown and Ms. Dermansky recommends the following slate for year 2018 Board of Trustees Officers:

President: Nina Nanasi  
Vice-President: Debra Trachtenberg  
Treasurer: Arnold Brown  
Secretary: Ann Dermansky

**Election of Officers:** Ms. Dermansky moved to approve the slate for 2018 as presented; Ms. Leonard-Edone seconded the motion. Unanimously approved.

### **Resolutions Pursuant to the Provisions of the Open Public Meetings Act: Creation of Change Fund; Petty Cash; Designation of Depositories; Designation of Official Newspapers:**

Ms. Nanasi reviewed and asked for a motion to approve the provisions of the open public meetings act as presented. Mr. Brown moved and Ms. Glynn seconded the provisions as presented. Unanimously approved.

## **ENGLEWOOD LIBRARY BOARD OF TRUSTEES**

### **January 8, 2018 Meeting Minutes**

#### **Secretary's Report**

Ms. Nanasi asked for a motion to approve the minutes of the December 11, 2017 board meeting. Mr. Brown moved to accept the minutes as presented, Ms. Glynn seconded the motion. Unanimously approved. (Ms. Leonard-Edone was not present at the December meeting and abstained.)

#### **Treasurer's Report**

##### **December Treasurer's Report**

Mr. Brown reviewed the December 2017 Treasurer's Report and invited the Board to ask questions. Mr. Brown moved to approve the Treasurer's report summary for December 2017. Library Operating Funds had a closing balance of \$380,358. Non-Operating Funds had a closing balance of, \$100,283. Total Library Funds had a closing balance of \$480,641. Mr. Brown asked for a motion to approve the report as presented; Ms. Glynn seconded the motion. Unanimously approved. (Ms. Trachtenberg arrived 7:40pm)

##### **December 2017 Bill List – City**

Mr. Brown reviewed the City Invoice list presented to the City of Englewood for payments. Mr. Brown moved to approve the December City bill list in the amount of \$245,756.39 seconded by Ms. Glynn. Unanimously approved.

##### **December 2017 Bill List –General Fund**

Mr. Brown reviewed the December 2017 Bill List in amount of \$3,252.22 and opened the floor to questions. Mr. Brown moved to approve the report as presented, Ms. Glynn seconded the motion. Unanimously approved.

#### **Other Financial Matters**

Ms. Sanner reported that she will be reviewing all accounts with the bookkeeper to simplify the reports. Ms. Sanner will then meet with Mr. Brown to finalize formatting the reports.

#### **Director's Report**

Ms. Sanner highlighted for the board parts of her report. Under finances Ms. Sanner had prepared a rough estimate of what the library's liability would be if everyone were to retire this week the total being \$133,900. Ms. Sanner suggested the library set aside money in the budget to deal with retirements.

Ms. Sanner announced that Governor Christie signed a new State law addressing library financing; it allows municipalities to tax to provide additional funding for libraries.

#### **Ongoing Business**

Ms. Glynn suggested that the personnel committee meet to discuss the union contract negotiations.

#### **New Business**

Ms. Bobe thanked Ms. Glynn for serving as board president for a number of years and will be missed in that position and is happy she will continue to serve.

**ENGLEWOOD LIBRARY BOARD OF TRUSTEES**  
**January 8, 2018 Meeting Minutes**

Ms. Dermansky asked if Ms. Witherell accepted the new position offered to her, Ms. Trachtenberg replied that Ms. Witherell had sent an email to the personnel committee accepting the position.

Ms. Sanner asked the board's approval to research having the library logo can be updated. Ms. Sanner would like the board's input on what the logo should look like. The board is in favor of Ms. Sanner proceeding with plans to update the logo.

**Next Meeting Date**

The February Meeting will be held on Monday, February 12, 2018 at 7:30 PM.

**Adjournment**

Ms. Bobe moved to adjourn the meeting; seconded by Ms. Trachtenberg. Unanimously approved. The meeting adjourned at 8:30 PM

Respectfully Submitted

Charlene Denisen for  
Ann Dermansky, Secretary