Meeting called to order: at 6:03 p.m. by Camille Piccirillo.
The required posting was made in compliance with the Open Public Meetings Act

Roll Call:

Re-Organization
N. Moody nominated Camille Piccirillo for the President's position. H. Donargo seconded the motion. The Board voted unanimously to elect her as President.

B. Karpowich nominated Maryanne Hanisch for the Treasurer's position. N. Moody seconded the nomination. The Board voted unanimously to elect her as Treasurer.

Minutes:
M. Hanisch noted that she did not have to transfer $83,500 as written. She transferred $81,100. R. Alviene motioned and H. Donargo seconded the motion to approve the minutes of the December 5, 2019 minutes as amended to reflect the accurate amount of the transfer. The Board voted unanimously to approve the minutes.

President's Comments
C. Piccirillo wished everyone a Happy New Year! She said the Library has been doing well the last few years and she looked forward to another good year. M. Hanisch seconded the motion.

Director's Report:
The Director had sent a written report to the Board before the meeting. He highlighted some items from the report:

- The December 19th event was a big hit! The Director thanked M. Hanisch and B. Karpowich for their participation and help at the meeting. The Director mentioned that the comic book sized versions of the comic books the students created are on display in the gallery. He also said he would like to collate the comic books into a larger book.
- The Director also asked the Board to take a look at the new chairs at the Circulation Desk. M. Hanisch arranged for a discount and donation for the chairs from Staples and the Friends paid the remainder.
• The Director reported that Lakeland Bank donated $100 for the purchase of books for the summer reading program. The Friends will also donate $100. S. Greco stated that the Superintendent said that the Butler Education Association does not fund items that are not in the school. The Director said that in the past, the summer reading books were in the schools during the school year and transferred to the Library for the summer reading program.

• The online version of the Consumer Reports magazine and more is available from the Library website.

• He also said that all the magazines offered by RBDigital are now available to MAIN patrons.

• The copier company is now billing the Library on a quarterly basis.

• The Director gave the Board an update on the museum passes paid for the Friends group. Grounds for Sculpture will no longer offer a library pass program. The Friends will look to purchase other passes to replace the GFS pass. The Director asked the Board if they knew of any museums which might be worth adding to the museum pass program. A lively discussion followed.

• The Library did not have its training on what to do in a health emergency training because of a mix-up with the trainer on the start time. The Library will try to reschedule the training.

H. Donargo motioned to approve the Director’s report. M. Hanisch seconded the motion. The Board voted unanimously to approve the report.

**Treasurer’s Report**

The Director reported the Jim Kozimor is out. Mr. Kozimor would normally produce the summary of bills to be paid and the personnel cost information distributed at the meeting. That was not available at the meeting.

The Treasurer gave the following report:

• As of December 31, 2019, there was $48,349.08 in the New Jersey Cash Management account with $20,000 is earmarked for this year, 2020.

• There was $11,926.85 in the Lakeland checking account as of January 1, 2020.

The Director asked the Board to review the invoices in lieu of the material normal distributed in order to pay its bills on time. C. Piccirillo asked if there was enough in the checking account to cover the bills. The Director said there should be enough. He will work with the Treasurer on transferring funds from the NJCMF if needed.

The Director then discussed two documents on the 2019 budget. One document compared projected revenues for 2019 and received revenues. The Library collected about $5,400 more than projected.
The second document was a comparison of projected expenditures against actual expenditures (minus personnel expenses since the 2019 numbers are not yet available). The Director said he expected to have a surplus in the 2019 budget.

N. Moody motioned and B. Karpowich seconded the motion to approve paying the December bills. The Board held a roll call vote on the motion, and it passed unanimously.

**Old Business/New Business**

The Director said that there was no old business or new business. He said he would like to revise the by-laws during this year. One thing he mentioned was to add a section on phoning into meetings. A question was raised if this was legal. A discussion followed. The Director said he would check on this issue and report to the Board.

N. Moody asked if S. Greco needed to do an oath and a financial disclosure. The Director suggested that S. Greco contact Mary O'Keefe and ask her about these issues.

The other item he would like to do during the year is to review the personnel manual to see if any changes are necessary.

The President asked what would be done with the 2019 budget at the next meeting. The Director said the Board would move money into accounts which were in the negative so that no line item was in the negative.

**Public Comments**

No comments.

**Adjournment**

The Board voted to adjourn the meeting. The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Luis Rodríguez