

**MINUTES
WEST ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
April 24, 2025**

OPEN PUBLIC MEETINGS ACT:

In accordance with Public Law 1975, Chapter 231, approved October 21, 1975 and known as The Open Public Meetings Act, proper notice of the meeting and all Library Board meetings of 2024 were posted and shall remain posted throughout the year on the Official Main Library Bulletin Board, were emailed to the "Star-Ledger", the officially designated newspaper and were emailed to the Township Clerk.

OATH OF OFFICE: NONE

ROLL CALL:

Meeting called to order at 7:01 pm with a quorum of the Board. The following attended the meeting - Marge Mingin, Lisa Touzeau, Amy Schwarz, Sunjana Sridhar, Mayor Susan McCartney, Randall Clemens, Ana Kitchener, Jessica Gaeta, David Cubie – Director and Vanessa Patterson – Office Manager

CITIZEN'S HEARING:

1) West Orange, NJ residents – Three people attended to view the Phase II presentation and the meeting.

MINUTES OF PREVIOUS MEETING:

Motion: Ms. Mingin moved to approve the minutes for March 2025 meeting
Second: Ms. Schwarz
Action: Approved

FINANCE: Open discussion - Mr. Cubie spoke about budget and expenses.

Motion: Ms. Mingin moved to approve the budget report for March 2025 and the April 2025 bills
Second: Ms. Touzeau
Action: Approved

CORRESPONDENCE AND GIFTS: Mr. Cubie read donations from Jessica Gaeta - \$100 and Ely Duran - \$30

COMMITTEE REPORTS:

Finance: Open discussion - Ms. Nugent and Mr. Cubie are working on a new banking relationship for the library

Board Governance: NONE

Buildings and Grounds:

Presentation by West Orange Town Engineer, Zayibeth Carballo to present Phase II plans for exterior. Ms. Carballo spoke about Phase 2 plans that include access routes, book drop, fencing and garden areas. One of the patrons presented questions about the step issues.

Open discussion - Everyone was encouraged to attend the May 6th Council meeting. Mr. Cubie spoke about the front door issues – work will be paid for with funds from the reserve account

West Orange Public Library will pay to correct certain items and request reimbursement from West Orange Town.

Strategic Communications: Open discussion – Ms. Sridhar and Mr. Cubie spoke about the website & logo and the current vendors they are using. Work on statement/response to the public from the library

Technology: NONE

Personnel & Labor Relations: Open discussion

Policy: NONE

WEST ORANGE PUBLIC LIBRARY FOUNDATION FUND, INC REPORT: NONE

FRIENDS LIAISON: NONE

DIRECTOR'S REPORT: Open discussion

NEW BUSINESS: Discussion on 250th Anniversary Program involvement

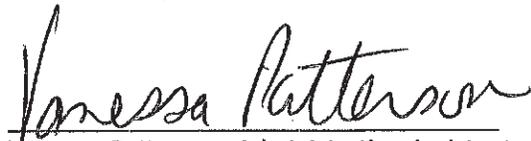
UNFINISHED BUSINESS: NONE

- **Next Board meeting will be Thursday, May 22nd**

ADJOURNMENT:

Motion: Motion to adjourn general meeting by Ms. Mingin @ 9:20 pm
Second: Ms. Kitchener
Action: Approved

Respectfully,



Vanessa Patterson, Administrative Assistant



Amy Schwarz, Secretary, Board of Trustees