

MINUTES
WEST ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
February 27, 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 to the "West Orange Chronicle", the second newspaper, and were emailed to the Township Clerk.

OATH OF OFFICE: Jessica Gaeta was sworn in by Mayor Susan McCartney

ROLL CALL:

Meeting called to order at 7:02 pm with a quorum of the Board. The following attended the meeting - Marge Mingin, Lisa Touzeau, Amy Schwarz, Jessica Gaeta, Dana Nugent, Sunjana Sridhar via Zoom, Mayor Susan McCartney, David Cubie, Director, Vanessa Patterson.

CITIZEN'S HEARING: Board member candidates - Ana Silvia Kitchener and Randall Clemens

MINUTES OF PREVIOUS MEETING:

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

FINANCE: Mr. Cubie spoke about budget and expenses.

Motion: Ms. Mingin moved to approve the Final budget report for December 2024, the budget report for January 2025 and the February 2025 bills
Second: Ms. Nugent
Action: Approved

CORRESPONDENCE AND GIFTS: Donations from Amy Schwarz for Summer Reading - \$50 and an anonymous donor - \$250.

COMMITTEE REPORTS:

Finance: Open discussion - Ms. Nugent and Mr. Cubie introduced the 2025 budget and answered questions

Motion: Ms. Nugent made motion to approve 2025 budget
Second: Ms. Schwarz
Action: Approved

Board Governance: Open discussion - Ms. Touzeau read the slate of officers for 2025.

Ms. Touzeau presented Board member candidates to the Trustees - Ana Silvia Kitchener and Randall Clemens

Motion: Ms. Touzeau made motion to recommend and accept Ana Silvia Kitchener and Randall Clemens as members of the Board of Trustees
Second: Ms. Schwarz
Action: Approved

Buildings and Grounds: Open discussion – Ms. Mingin discussed heating, cooling, windows and book drop enlargement. It was determined that the library will pay for installation of the book drop and the moving of the fire strobes.

Strategic Communications: Open discussion – Strategic plan is needed.

Technology: Open discussion – room rental and possible fees. Discussion on the community rooms and the need for upgraded technology in these rooms.

Personnel & Labor Relations: Open discussion

Policy: Open discussion – list of policies that are needed will be generated and the committee will review comparable policies from other libraries.

WEST ORANGE PUBLIC LIBRARY FOUNDATION FUND, INC REPORT: NONE

FRIENDS LIAISON: Open discussion

DIRECTOR'S REPORT: Open discussion

NEW BUSINESS:

Ms. Mingin stated that all trustees are now required to attend 3 hours of Professional Development each year beginning in 2025.

Motion: Ms. Mingin moved to accept 2025 Resolutions and to hold off on the newspaper resolution until March 27th
Second: Ms. Touzeau
Action: Approved

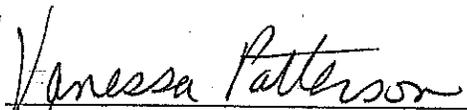
UNFINISHED BUSINESS: NONE

- **Next Board meeting will be Thursday, March 27th**

ADJOURNMENT:

Motion: Motion to adjourn general meeting by Ms. Nugent @ 9:27 pm
Second: Ms. Touzeau
Action: Approved

Respectfully,


Vanessa Patterson, Administrative Assistant


Amy Schwarz, Secretary, Board of Trustees