

**MINUTES
WEST ORANGE PUBLIC LIBRARY
BOARD OF TRUSTEES
January 23, 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: None

ROLL CALL:

Meeting called to order at 7:00 pm with a quorum of the Board. The following attended the meeting by zoom - Marge Mingin, Lisa Touzeau, Amy Schwarz, Sunjana Sridhar, Mayor's representative Melanie Schowalter, David Cubie, Director, Vanessa Patterson.

CITIZEN'S HEARING: Jessica Gaeta – Candidate for Library Board Member

MINUTES OF PREVIOUS MEETING:

Motion: Ms. Mingin moved to approve the minutes for December 2024 meeting
Second: Ms. Touzeau
Action: Approved

FINANCE: Mr. Cubie spoke about budget and expenses.

Motion: Ms. Mingin moved to approve the budget report and the December 2024 & January 2025 bills
Second: Ms. Sridhar
Action: Approved

CORRESPONDENCE AND GIFTS: Donation from Ira A. Roschelle Family Foundation - \$5,000 for summer reading

COMMITTEE REPORTS:

Finance: Open discussion - Mr. Cubie is gathering information needed for budget and will follow up to schedule a meeting with Ms. Nugent to work on the 2025 budget.

Board Governance: Open discussion – Ms. Mingin discussed the process for new Board of Trustees members and mentioned that the “swearing in” of candidates would be at the February board meeting. Ms. Schowalter informed all attendees that the Mayor would like to add an additional 2 members to the board. Ms. Gaeta – the 1st nominee for the board introduced herself. Questions and answers followed.

Motion: Ms. Touzeau made motion to accept Jessica Gaeta as member of the Board of Trustees
Second: Ms. Schwarz
Action: Approved

Buildings and Grounds: Open discussion – Ms. Mingin and Mr. Cubie have a list of outstanding items needed for the library – there will be further discussions on funding.

Strategic Communications: Open discussion – Strategic plan is needed. Ms. Sridhar spoke about the goals. Ms. Mingin announced that Ms. Sridhar will be the Chair for this committee.

Technology: Open discussion – Ms. Mingin will follow up with setting a meeting to discuss New Media, marketing and design & development plans for the new WOPL website.

Personnel & Labor Relations: Open discussion – Ms. Schwarz spoke about Mr. Cubie’s goals and progress. The CWA contract was signed and distributed prior to board meeting.

Policy: Open discussion – follow up meeting needs to be scheduled to go over new policies that need to be setup.

WEST ORANGE PUBLIC LIBRARY FOUNDATION FUND, INC REPORT: NONE

FRIENDS LIAISON: Open discussion – Friends meeting is scheduled for Monday, January 27, 2025.

DIRECTOR’S REPORT: Open discussion

NEW BUSINESS: NONE

UNFINISHED BUSINESS: Ms. Mingin mentioned that there will be a BCCLS Program on February 5, 2025 from 7 to 8:30 p.m. There was also a discussion about the use of WOPL technology for overflow from meetings.

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

ADJOURNMENT:

Motion: Motion to adjourn general meeting by Ms. Mingin @ 8:08 pm
Second: Ms. Touzeau
Action: Approved

Respectfully,


Vanessa Patterson, Administrative Assistant


Amy Schwarz, Secretary, Board of Trustees