

Newark Public Library Board Meeting Minutes

2023

Date: September 14th, 2023

Present: Tanya Taylor, Kimberly Russell, Peter Blandino, Sue Oberdorf, Andrea Windus, Chris Mizro, Jennifer Stell

Absent: Joey Nicosia, Deb Barry, Keeley Kuperus

Call to Order by Sue Oberdorf at 6:00 pm

Public Comment: No public attendance.

Secretary's Report: Review of minutes.

Motion to approve secretary's report made by Chris Mizro and seconded by Kimberly Russell, passed unanimously.

Treasurer's Report: Review of abstract and budget report.

- The Board appreciates Peter's Treasurer Report.
- Peter reports that the Library is in good financial condition.

Motion to approve abstract made by Andrea Windus, seconded by Chris Mizro, and passed unanimously.

Motion to approve the budget report made by Andrea Windus seconded by Chris Mizro, and passed unanimously.

Director's Report: Review of Director's Report.

- Director's Report
- Adult Services Report
- Youth Services Report
- Staff Spotlight: Barb Simonse – thanks for all that you do Barb, you are appreciated!

Committee Reports:

- Friends of the Library: upcoming Trivia Night fundraiser and open house during Senator's visit on Sept. 25th. Mailed surveys and donation request letters last week.

Old Business: None

New Business:

- Motion made to approve the amendments to section 8.11 of the Personnel Policy, made by Andrea Windus, seconded by Kimberly Russell.
- Motion made to approve the introduction of 2 new health insurance plans, made by Chris Mizro, seconded by Kimberly Russell.
- Motion made to approve the addition of a Health Savings Account with library contributions, made by Chris Mizro, seconded by Andrea Windus.
- Motion made to approve the hire of Richard Deverell, made by Chris Mizro, seconded by Kimberly Russell, passed unanimously.
- Motion made to approve the Program Coordinator job description, made by Chris Mizro, seconded by Kimberly Russell.
- Following executive session to discuss staff changes, a decision was made to vote on 2024 pay rates for staff as the pay rate chart was part of the discussion about staffing.
- Motion made to approve 2024 pay rates for staff, made by Kimberly Russel, seconded by Andrea Windus.
- Motion made to approve Wendy Beman as Program Coordinator effective October 1st 2023 at a pay rate of \$19/hour made by Chris Mizro, seconded by Andrea Windus.
- Motion made to approve Program Assistant job description, made by Chirs Mizro, seconded by Andrea Windus.

Entered executive session @ 6:40 pm, ended executive session @ 6:58.

Motion to adjourn the meeting made by Chris Mizro, seconded by Andrea Windus at 7:06 pm.

Next Meeting: Thursday, October 12th, 2023

Submitted by Jennifer Stell