

# Newark Public Library Board Meeting Minutes

2023

Date: October 12th, 2023

Present: Tanya Taylor, Peter Blandino, Sue Oberdorf, Andrea Windus, Chris Mizro, Deb Berry, Joey Nicosia, Jennifer Stell

Absent: Keeley Kuperus, Kimberly Russell.

Called to order by Joey Nicosia at 5:58.

**Secretary's Report:** Review of minutes.

Motion to approve secretary's report made by Chris Mizro and seconded by Sue Oberdorf passed unanimously.

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

- Peter reported that we now have a fixed asset report
- Peter reported that the New York State financial report has been submitted to the state.
- The construction aide money was discussed, more investigation needs to be done and this will be discussed again in the future.

Motion to approve abstract made by Deb Barry, seconded by Andrea Windus, and passed unanimously.

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

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

- Director's Report
- Adult Services Report
- Youth Services Report
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**Committee Reports:**

- None

**Old Business:**

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- The end of 2023 is approaching and Andrea needs board members to complete & submit verification paperwork for training. The requirement is the Sexual Harassment Training plus 2 additional training hours.

## **New Business:**

- Joint motion made to change Jennifer Stell and Michael Tye Villane from salary to hourly, made by Sue Oberdorf, seconded by Andrea Windus.
- Motion made to approve the amendment to section 8.2 of the Personnel Policy, made by Chris Mizro, seconded by Deb Barry.
- Motion made to approve the Internet & Computer Use Policy, made by Sue Oberdorf, seconded by Chris Mizro.
- Library has a staff member who has been absent from work for an extended period of time without providing a doctor's note. A certified letter with an official deadline will be sent.

Motion to adjourn the meeting made by Deb Barry, seconded by Chris Mizro at 7:05 pm.

Next Meeting: Thursday, November 9th, 2023

Submitted by Jennifer Stell