

Newark Public Library Board Meeting Minutes

2024

Date: November 14, 2024

Present: Joey Nicosia, Becky Hauf, Sue Oberdorf, Tanya Taylor, Jennifer Stell, Tye Villane, and Peter Blandino

Absent: Keeley Kuperus, Chris Mizro, Deb Barry, The Village Board Liaison

Call to Order by Joey Nicosia at 6:00 pm

Public Comment: none

Secretary's Report: Review of minutes.

Motion to approve secretary's report made by Sue Oberdorf, seconded by Becky Hauf and passed unanimously.

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

- Review of Treasurer's Report.
- Motion to approve abstract made by Sue Oberdorf, seconded by Andrea Windus, and passed unanimously.
- Motion to approve the budget report made by Becky Hauf, seconded by Andrea Windus, and passed unanimously.
- Motion to acknowledge actions (financial transfers) completed by the Treasurer in previous month, which is detailed in the Treasurer report made by Andrea Windus, seconded by Sue Oberdorf, and passed unanimously.

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

- Director's Report (Tanya) - attached
- Youth Services Report (Tye) - attached
- Program Coordinator Report (Wendy) - attached

Committee Reports:

- Andrea has contacted everyone about trainings and paperwork that needs to be completed

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Old Business:

- Village agreement letter was received. Heating system and maintenance needs from Village were discussed. Will have further discussion.
- HVAC quotes received.

New Business:

- Finance Committee meeting on November 25th
- Motion to go with the bidding and procurement policy that three bids have been received and we will take the higher bid, which is from the previous contractor, to finish work that has been started based on the agreement with the village made by Andrea Windus, seconded by Sue Oberdorf, and passed unanimously.
- Motion to approve Lynne Poiesz, part-time clerk, at a rate of \$15.65 per hour, made by Sue Oberdorf, seconded by Becky Hauf, and passed unanimously.
- Survey results were reviewed
- Motion to approve the circulation policy to state, “Newark Public Library limits the total number of the following items patrons can have checked out at a time: CDs: no limit, DVDs: 10, Video Games: 2. Items from other libraries do count and nonfiction DVDs do not count toward these limits.” was made by Becky Hauf, seconded by Sue Oberdorf, and passed unanimously.
- Notary update
- Motion to approve the Notary Public Policy was made by Becky Hauf, seconded by Sue Oberdorf, and passed unanimously.

Motion to adjourn the meeting made by Andrea Windus, seconded by Becky Hauf, and passed at 7:18 pm.

Next Meeting: Thursday December 12, 2024

Submitted by Andrea Windus