

Newark Public Library Board Meeting Minutes

2025

Date: May 8, 2025

Board Member in Attendance: Joey Nicosia, Keeley Kuperus, Sue Oberdorf, Becky Hauf
(Community Center liaison), Andrea Windus, Chris Mizro

Board Member(s) Excused: Deb Barry

Board Member late / left early (time): N/A

In Attendance: Tanya Taylor, Tye Villane, Peter Blandino

Absent: Bob Bendix (Village liaison), Jennifer Stell

Open budget public hearing by Joey Nicosia at 6:00pm. No public attendance. A motion made to close the budget public hearing at 6:15pm made by Sue and seconded by Chris, passed unanimously.

Call to Order by Joey Nicosia at 6:15pm

Public Comment: No public attendance.

Secretary's Report: Review of minutes.

Motion to approve the secretary's report with an amendment to attendance to correct Deb Mizro to Deb Barry's name, made by Becky and seconded by Chris and passed unanimously.

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

- Motion to acknowledge the two (2) automatic transfers of \$20,000 each from savings to payroll and two (2) transfers from Savings to Checking totaling \$60K, one (1) transfer for \$20K and one (1) transfer for \$40K, made by Sue, seconded by Chris, passed unanimously.
- Motion to approve abstract totaling \$9,345.04 made by Keeley, seconded by Andrea, and passed unanimously.
 - Discussed memorials and ways to honor donors via murals as well as materials the Friends of the Library can use to promote donations.
- Motion to approve budget report made by Becky, seconded by Andrea, and passed unanimously.

Director's Report:

- Director's Report
- Adult & Youth Services Report

Committee Reports:

- The next Finance committee meeting will be May 12, 3:30pm.

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Old Business: No old business

New Business:

- Motion to approve the Reserve *amount designations* to the below line items for the trial balance sheet made by Sue, seconded by Chris, passed unanimously.
 - The funds in the unrestricted general operating fund (account 2661 at LNB) will maintain all the Reserve funds (in addition to operating funds), broken down as follows:
 - Reserves – Cash Flow: 27,175.72
 - Reserves – Radder Current: \$70,000
 - Reserves – Sick Time Payout Bank: \$5,475
 - Reserves – Health Insurance: \$6,000
 - Reserves – Computer/Technology/Equipment: 3,000
- The Finance Committee, on May 12, 2025, will determine the appropriate naming conventions for these Reserves line items in the Quickbook balance sheet
- At the next board meeting, Tanya will bring an updated Reserves Policy to reflect these changes for board approval.
- Motion to approve the Conduct Policy as written, made by Andrea, seconded by Becky, passed unanimously.
- Motion to approve the Notary Policy as written, made by Becky, seconded by Sue, passed unanimously.

Motion to adjourn the meeting at 7:14 made by Keeley, seconded by Sue, passed unanimously.

Next Meeting: Thursday June 12, 2025 at 6:00pm

Submitted by Keeley Kuperus