

Newark Public Library Board Meeting Minutes

2025

Date: November 13, 2025

Board Members in Attendance: Joey Nicosia, Keeley Kuperus, Sue Oberdorf, Becky Hauf , Andrea Windus, Deb Barry, Chris Mizro

Board Member(s) Excused: N/A

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

In Attendance: Tanya Taylor, Kim Nevlezer

Absent: Bob Bendix (Village liaison)

Call to Order by Joey Nicosia at 6:01pm

- **Public Comment:** No public attendance.
- **Minutes from prior meeting:**
 - MOTION 58: Andrea Windus moved to approve the October 9, 2025 Newark Public Library (NPL) board meeting minutes. Rebecca Hauf seconded, and the motion passed unanimously.

Financial Reports:

- **Treasurer's Report:**
 - Closed out a CD and rolled it into another 12-month. Another CD will mature in January 2026. Discussed upgrading savings accounts to accrue larger interest and/or adding portions of funds into shorter-term CDs for quicker growth.
- **Treasurer Appointee**
 - MOTION 59: Chris Mizro moved to appoint Joey Nicosia the acting Treasurer while we are without. Sue Oberdorf seconded, and the motion passed unanimously.
- **Approval of transfers**
 - MOTION 60: Rebecca Hauf moved to approve the transfers for the month of October 2025, which was two (2) automatic transfers from Savings to Payroll of \$20,000 each, \$40,000 total and \$7,500 from savings to checking. Deb Barry seconded, and the motion passed unanimously.
- **Approval of check details**
 - MOTION 61: Keeley Kuperus moved to approve the check detail in the amount of \$11,877.67. Sue Oberdorf seconded, and the motion passed unanimously.
- **Approval of budget**
 - MOTION 62: Sue Oberdorf moved to approve the budget report. Chris Mizro seconded, and the motion passed unanimously.

Staff Reports:

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- Director's Report and Youth & Adult Reports
 - Discussed refining staffing structure, reducing to 17 staff members (from 22). Discussed lighting upgrades on the globes outside. Discussed closing the outdoor staircase entrance due to weather and safety. Discussed the food pantry, which has been very busy, has served 75 households since 10/8/2025!

Committee Reports:

- Personnel Committee: discussed hiring for youth services
- Friends of the Library: discussed the bake sale on December 6 and Bowling and Bags for Books in February

Old Business: N/A

New Business:

- WFL Cooperative Bid: discussed our membership of this electric syndicate and what to expect from billing. We are unclear when we will receive our first invoice and expect it from NYSEG
- Hoffman's Clock Museum Lease
 - MOTION 63: Keeley Kuperus moved to approve the Hoffman Clock Museum Lease. Rebecca Hauf seconded, and the motion passed unanimously.
- Newark Village Equipment Maintenance Agreement
 - MOTION 64: Rebecca Hauf moved to approve the Newark Village Equipment Maintenance Agreement. Andrea Windus seconded, and the motion passed unanimously.
- Resignation of Treasurer Peter Blandino
 - Discussed sending a card
 - MOTION 65: Sue Oberdorf moved to acknowledge the Resignation of Treasurer Peter Blandino. Deb Barry seconded, and the motion passed unanimously.
- Provisional hire of Alani Herd as Youth Service Specialist starting November 17th
 - MOTION 66: Deb Barry moved to approve the Provisional hire of Alani Herd as Youth Service. Sue Oberdorf seconded, and the motion passed unanimously."
- Transition Lex Pritchard from part-time to full-time employment starting January 2026 with a \$1.50 pay increase
 - MOTION 67: Sue Oberdorf moved to approve the Transition Lex Pritchard from part-time to full-time employment starting January 2026 with a \$1.50 pay increase. Chris Mizro seconded, and the motion passed unanimously.
- 2026-2027 Budget Workshop in January: discussed getting ahead of budget planning by having a workshop. Suggestion was 4pm on 1/8 with the board meeting to immediately follow.
- Disposal & Surplus Policy
 - MOTION 68: Sue Oberdorf moved to approve the Disposal & Surplus Policy. Chris Mizro seconded, and the motion passed unanimously.
- Gift Policy/ Gift & Donation Policy
 - MOTION 69: Deb Barry moved to approve the Gift & Donation Policy. Rebecca Hauf seconded, and the motion passed unanimously.

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- MOTION 70: Andrea Windus moved to approve the retiring and archiving of the Gift Policy. Chris Mizro seconded, and the motion passed unanimously.
- Quipu: The Board disagrees with electing to use Quipu

MOTION 71: Rebecca Hauf moved to adjourn the meeting at 7:19pm. Deb Barry seconded, and the motion passed unanimously.

Next Meeting: Thursday, December 11 at 6:00pm

Submitted by Keeley Kuperus