

ROCKAWAY BOROUGH FREE PUBLIC LIBRARY

Final Minutes

February 17, 2021

MEETING CALLED TO ORDER: 7:08 pm

NOTICE OF ANNOUNCEMENT: Yes

NOTICE OF EMERGENCY EXITS: N/A

ATTENDANCE: Hank Wagner, Melissa Okerblom, Richard Gorges, Jean Swanick, Linda Kanapaux, Melissa Burnside, Rosely Caliendo, Phyliss Alpaugh (7:27), MaryBeth Ramsay (7:32)

ABSENT: None

PUBLIC PORTION OF MEETING: None

MINUTES: Motion made by Melissa Burnside to approve the minutes of January 20th and seconded by Rosely Caliendo.

TREASURER'S REPORT: Reviewed by Hank as prepared by Melissa, with some paperwork to still be completed by the bank as weather has caused a setback to the timeline. A motion was made by Linda Kanapaux and seconded by Jean Swanick to tentatively approve the report subject to final review.
Checks to be signed: 12 from Operating Budget

DIRECTOR'S REPORT: Good attendance/views continues for the virtual programs and uploads offered with 3,198 views. In-house patron visits are slowly picking up. A few inquiries have been made as to when computer usage may resume. This is to be discussed at a future meeting. New displays were created for the month and a book club for adults has been scheduled for March 3rd via zoom. The Brainfuse subscription is starting for online tutoring and test preparation. The library website was edited in order to fix some broken links. Melissa attended training which included some library law and met with employees to discuss responsibilities, ideas, etc. The draft budget has been prepared for review. A big **THANK YOU** to our DPW for such a great job with snow removal from the recent storms. Regarding buildings and grounds, the cleaning contract has been renewed for the year and the fire alarm system, which had been malfunctioning on and off is now repaired. In addition, Verizon will be replacing the old copper FIOS wiring in March at no charge. A motion was made by Phyliss Alpaugh to approve the Director's Report and seconded by Hank Wagner.

FRIENDS OF THE LIBRARY: The possibility of a "Music, Movies and More" outside sale event to be held in March was discussed. The Friends would like to be able to once again sponsor a \$200 scholarship this year depending on feasibility, as they have done in the past.

COMMUNICATIONS: A beautifully-written, heart-felt thank you was received from Judy O'Hara for her gifts from the Board and town.

POLICIES AND PROCEDURES: The Board discussed the feasibility of safely resuming in-person Saturday hours, as well as again extending the fine-free deadline. A motion was made to amend the Operating Hours policy was made by Hank Wagner and seconded by MaryBeth Ramsay. There will be an extension of the fine-free deadline until April 30, 2021. Fine collection will resume on May 1, 2021, with a possible option of food-for-fines rather than monetary payment in order to support our local food pantry.

NEW BUSINESS: An initial draft for the 2021 Budget has been compiled. The Historical Preservation Program Coordinator Ray Chang has reached out to Melissa with grant funding information.

FINISHED BUSINESS: None

There being no further business to discuss at this time, a motion to adjourn was made by Hank Wagner and seconded by Linda Kanapaux at 8:34 pm.

Respectfully submitted,

Jean Swanick
Secretary