

Minutes of Board of Trustees Meeting 8-7-13

Present: Tom Curry, Kris Murtha, Carol Newman, Cindy Mullen

1. Minutes from previous meeting were reviewed. KMurtha made motion to approve the minutes, CNewman seconded. Unanimously approved.
2. Treasurer's report:
 - a. \$4,453.12 checking
 - b. \$15,528.48 saving
 - c. TCurry: motion to approve Treasurer's report and bills list; KMurtha seconded. Unanimously approved.
3. Old business:
 - a. Reading of circulation statistics: June, 887, down a little, July, 1271, up a lot. *Summer Reading Program had* the highest books (pages) read ever.
 - b. Window covers: still waiting for the contractor.
 - c. Lawn got treatment for invasive weeds (nutsedge.) Steeplechase is going to come out and treat it again.
 - d. Financial Audit: report should be finished next week. We should have it back by end of August.
 - e. Computers: Windows 8 set up at *new back office* computer.
4. New business:
 - a. Funding request: Borough withholds 50% of the appropriation for Library wages, which are paid by the Borough, and then pays about 25% of the rest to Library mid-year. We haven't received the money yet, so Anne will make a request for that money to be paid to the library soon.
 - b. NJ State Library:
 - i. We have to be diligent in meeting the minimum standard of 6 hours of training per Board, per year.
 - ii. KMurtha will read the Municipal and Joint Library 2013 update.
 - c. NJLA: CMullen moved to pay membership fee so we can join; CNewman seconded. Unanimously approved.
 - d. Maintenance schedule:
 - i. Security system inspected: July 18th
 - ii. AC system inspected *in May*.
 - iii. Heating inspection is in March. We're good for that.
 - iv. Gutter cleaning: 3x year, at least November & March
 - e. Capital Purchase Schedule:
 - i. Next thing is masonry outside. It will wait until there are more funds available.

Meeting adjourned: 8:05pm