

HACKETTSTOWN FREE PUBLIC LIBRARY  
MEETING OF THE BOARD OF TRUSTEES

June 12, 2023  
Time: 7:00 p.m.

With Mr. Hirshberg presiding, the meeting was opened by reading the Resolution concerning meetings of the town of Hackettstown for 2023. Adequate notice of this meeting of the Board of Trustees has been provided in accordance with the Open Public Meeting Act (P.L. 1975, c.231).

Present: Mr. Galante,, Ms. Munson, Mrs. Mayberry, Mr. Bristow,  
Mr. Hirshberg, Mrs. Marlowe, Mrs. Bahnuk, Mrs. Lobby(online)

Absent: None

Floor Open The floor was opened at 6:59  
To Public: After the flag salute and roll call, the meeting continued at 7:01.

Approval The minutes were read for the May meeting.  
Of Minutes Mayberry motioned to approve the May 2023 minutes. Bahnuk seconded.  
Motion carried.

Treasurer's The May report was discussed. Circulation and patron visits are up.  
Report Mayberry motioned to accept the May Treasurer's Report and to pay the bills.  
Bristow seconded. Roll call vote Bahnuk – yes Bristow – yes Hirshberg - yes Lobby  
– yes Marlowe – yes Mayberry – yes Munson – yes Motion carried.

Correspondence None

Committees An Evaluation Committee will be discussed in Executive Session.

Director's Report

- The Director would like to amend the vendor claimant procedure. This would bring it in line with the Town's Policy. The auditors have approved this action.

Hirshberg motions that only purchases over \$7500 need to have the pink vendor slip signed. Bahnuk seconded. . Roll call vote Bahnuk – yes Bristow – yes Hirshberg - yes Lobby – yes Marlowe – yes Mayberry – yes Munson – yes Motion carried.

- The Director is arranging through JIF to cover some timely topics. The Town will also participate. The Session will be held September 21<sup>st</sup> from 1-5pm.
- Hackettstown Rotary donated \$750 to the Library.
- PEACENJ will be donating 5 fishing poles to the Library. They would also like to collaborate on future grants, concerning such topics as gardens, plants and pollinators.
- The Director would like to establish a Capital Improvement Plan in order to retain more funds each year.

Old Business

The Library needs liquid funds to cover operating expenses until the State Aid becomes available.

Bahnuk motioned to terminate our current CD. Mayberry seconded. . Roll call vote Hirshberg - yes Lobby – yes Marlowe – yes Mayberry – yes Munson – yes Motion carried. Bahnuk, Bristow abstained.

Mayberry motioned to take the money from the CD and place \$10,000 into the checking account, with the remainder going into a new savings account at First Hope. Munson seconded. . Roll call vote Bristow – yes Hirshberg - yes Lobby – yes Marlowe – yes Mayberry – yes Munson – yes Motion carried. Bahnuk abstained.

Bahnuk motioned to enter executive session at 7:33. Marlowe seconded. Motion carried.

Bahnuk motioned to leave executive session at 7:51. Mayberry seconded. Motion carried.

New Business The Board will discuss the Capital Improvement Plan at the next meeting. A Budget Committee may be of help during the process.

Church Street will be paved end of July/beginning of August.

The Evaluation Committee will meet.

#### Announcements

The next Board meeting will be July 10<sup>th</sup> at 7p.m.

The Library will be closed June 19 (Juneteenth) and July 4.

The Summer Reading Kickoff is on Friday.

Motion by Bristow to adjourn at 8:15 p.m. Mayberry seconded. Motion carried.

Respectfully submitted,

Kerry L. Munson