

W. H. Walters Free Public Library

1001 East Boulevard

Alpha, NJ 08865

BOARD OF TRUSTEES REORGANIZATION MEETING AGENDA

Date: January 23, 2023

- The Board of Trustees Reorganization Meeting for January 23, 2023 is called to order at _____ p.m. in the Library.

- Roll Call is taken and a Quorum is declared. (P=present; A=absent; E=excused)

Seth Cohen _____ Craig Dunwell _____ Tracy Grossman _____ Tammy McGee _____
Stephen Noll _____ Christina Smith _____ Vacant _____

Carla Roselle _____

Mayoral Alternate _____

School Alternate _____

- Reading of the Open Public Meeting Notice by the President

Adequate notice of the meeting has been provided in accordance with NJ Open Public Meetings Act with the publishing of the annual calendar on our Library Bulletin Board, in the Express Times, on our website <http://alphapubliclibrary.com/> and in the Library.

- Flag Salute – please stand

- Library Officer Nominations/Vote

- President _____

- Vice President _____

- Treasurer _____

- Secretary _____

- Motion to approve Agenda Motion _____ Second _____

- Annual Review of Bylaws and Policies for 2023

- Committee Responsibilities – (can be done if President is nominated and approved)

- Building and Technology _____

- Books and Programs _____

- Membership and Publicity _____

- Special Committee _____

- Resolutions, Adoptions and Appointments:

- Resolution 2023-01 for Schedule of meetings for 2023. The director will post meeting dates in the newspaper, on library bulletin board, and the website.

- Resolution 2023-02 for Watts, Tice & Skowronek as legal counsel for the library for 2023 at the hourly rate of \$185.00.
- Resolution 2023-03 for the Express Times and/or the Star Ledger as the Newspapers in which all legal notices pertaining to the Library will appear.
- Resolution 2023-04 for Temporary Budget of \$20,269.00.
- Resolution 2023-05 for Nisivoccia LLP for library Auditor for 2023 at the yearly rate of \$2100.00.
- Resolution 2023-06 for Board Treasurer to pay bills up to \$3000.00 if scheduled meeting is cancelled or between regular meetings.
- Appointment of Library Director Carla Roselle for 2023 at a salary of \$56,012.86.
- Appointment of Stocker Tax Services as Library Bookkeeper for 2023 at \$50/hour, max of 2.5 hours per month.
- Appointment of EMC2 as IT Support services for 2023 as contracted at \$95.00 per hour.
- Establishment of petty cash fund for 2023 at \$200.00.
- Establishment of change fund for 2023 at \$40.00.
- Mileage Reimbursement – The Board of Trustees agree to establish a policy that the mileage reimbursement rate for employees on Library business will be based on the IRS standard mileage rate. The current rate for 2023 is 65.5 cents/mile.
- Bank Designation – Designation of PNC Bank, as depository of the Library's funds.
- Next Reorganization Meeting: January 22, 2024 at 7:00pm.
- Adjournment of Reorganization. Motion_____ Second_____ Time_____