

Wharton Public Library Board of Trustees Meeting Minutes

April 23, 2024

I. Call to Order and Roll Call

The meeting was called to order by President Michele Howe at 7:00 PM.

Present: Ana Jones, Christopher Roman, Michele Howe, Leonor Vasquez, Colleen Pascale, Gale Frankel, Virginia Halprin

Absent: Deb DiMattio

II. Public Notice

In accordance with the Open Public Meetings Act N.J.S.A. 10:4-6 et seq., proper notice of this meeting was published in the Star-Ledger, on the library's website, and on social media pages.

III. Approval of Minutes

A motion to approve the January meeting minutes was made by Colleen Pascale and seconded by Leonor Vasquez. The motion was carried.

IV. Financial Report

- The payment of bills for April was approved.

V. President's Report

- The Friends of the Library are finalizing fundraising ideas for 2024.
- The New Jersey State Library has confirmed that there is no conflict of interest for Michele Howe to serve as President of the Wharton Library Board of Trustees and President of the Friends of the Library.
- An executive board meeting was held via Zoom on March 28th to review the revised budget and staff salaries. The budget was approved, and plans for future revisions were made.
- An evening gala is being planned for the fall, tentatively scheduled for the first or second week of November. The event will be held on-site at the library. More details will be available after the next Friends meeting.
- Positive feedback was received from PTA members regarding library programming and the efforts of the Library Director.

VI. Library Director's Report

- A service call was made to MAKO because the AC was running simultaneously with the heat. A switch is being installed to address the issue.

- Architects and contractors interested in bidding on the roof and window replacement project were given a tour of the facility. Following the close of bidding on March 28th, 1:00 PM, the project requires county approval.
- Water damage and mold were discovered in the network closet insulation and slat boards. These will be replaced.
- The DPW is staining the outdoor table. Sunbolt provided a replacement stain and repaired a hanging light free of charge. They will address some noted rust in the future.
- Locksmith repairs were completed on March 3rd, 2024.
- Retroactive 2% staff salary increases were approved on March 28th.
- The new budget for 2024 is effective March 30th.
- The township is updating the library website. Suggested updates include highlighting high-speed Wi-Fi, free wireless access, notary services, access to iPads with educational games, and improved program links for children, teens, and adults.
- The Library's Walking Club was approved for the town's 2024 Corporate Wellness Program.
- A Read Across America contest was approved to encourage children to check out library books and win a Barnes and Noble gift card.
- The library expressed interest in participating in Canal Day and Wharton Night Out.
- A passive program/ fundraiser for collecting jewelry, scarves, and bags has begun. Once enough donations are collected, they will be sold to benefit the Friends of the Library. A thank you letter for donors will be discussed at the next Friends meeting.

VII. Public Portion

No members of the public wished to address the board.

VIII. Correspondence

No correspondence was received.

IX. Old Business

No old business was discussed.

X. New Business

A motion to adjourn the meeting at 7:55 PM was made by Colleen Pascale and seconded by Ana Jones. The motion was carried.

XI. Adjournment

The meeting adjourned at 7:55 PM.

Prepared by: Colleen Pascale, Secretary