

**Dorothy Hull Library
Windsor Township
Board Meeting Minutes
June 15, 2023**

1. Meeting called to order at 6:00PM by Reznick. Members present Reznick,,Tardino Gould, Watson and Runels, Meade excused.
2. Public Comment: None
3. Approval of Agenda: MOTION: " To approve the Agenda with the addition of 4(b) approval of Special Meeting minutes from June 7 and June 22" Made by Runels, 2nd Tardino, approved unanimously
4. Approval of Minutes:
 - a) MOTION:" To accept the minutes of May 18 with corrections" made by Gould, 2nd Reznick, approved unanimously.
 - b) MOTION: "To accept the minutes of the Special Meetings of June 7 and 22 as presented" Made by Reznick, 2nd Gould. Approved unanimously
5. Financial Report: The financial report was reviewed line by line and no discrepancies noted. MOTION: "To accept the financial report as reviewed." Made by Runels, 2nd Watson, approved unanimously.
6. Old Business:
7. a) LSTA Grant; Discussion on requirements. MOTION:" The Board to appoint Meade and Reznick to enter into a contract with a consultant to ensure compliance with requirements of the grant." Made by Watson, 2nd by Tardino, approved unanimously.
 - b) Library Hours: Discussion, once the new library hours to be instituted they will be reviewed to make any adjustments once full staffing and Saturday hours are in place.
7. New Business: None
8. Information, Announcements, etc.:
 - a) Library Director Report: The Director has hired Hanna Sherman as a library assistant and has two other interviews to complete. The Director will then create a staff work schedule once all hires are made The summer reading program currently has 30 sign-ups.
 - b) Circulation Report: The Library reporting systems, at this point, are not integrated to create a coherent report. The Director will continue to work to a resolution.
 - c) Committee Reports:
 - ci) Finance: The Finance Committee did not receive a May report from the Township.
 - * CD # 0314, held at Flagstar *is* a memorial CD and clarification is needed to ensure the funds can be used for both inside and outside building refurbishments.
 - * Finance will require a Statement Of Work for projects such as communications, logo development, etc
 - * Finance has suggested moving monies from a maturing CD into the Money Market Account. MOTION:" To take CD # 6271 (which matures on July 17, 2023) and allocate, upon maturation,

\$14,000.00 to the Money Market Account held at PNC Bank. The remaining \$21,195.25 will be deposited in a 120 day CD at an interest rate of 4.18 per cent." Made by Tardino, 2nd Watson

Roll call vote: Tardino, Yes

Watson, Yes

Reznick, Yes,

Gould, Yes

Runels, Yes

Meade, excused

Motion passed 5-0

Endorsed by Finance Chair Tardino, Recording Secretary Runels and submitted June 16, 2023.

cii) Strategic Plan: Included in handout.

ciii) Human Resources: The Director and committee are interviewing applicants for library assistant. The Board will continue to provide coverage until the staff is fully hired.

9. President's Report: No training this month.

10. Public Comment: None

11. Motion to adjourn at 7:12 PM made by Runels, 2nd Watson, approved unanimously.

Richard Runels

Recording Secretary