

Montville Township Public Library  
Board of Trustees Special Meeting  
December 1, 2021  
Montville Township Public Library  
90 Horseneck Road  
Montville, New Jersey 07045

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**OPEN SESSION**

<b><i>MEMBERS PRESENT</i></b>
Ms. Linda Peskin
Mr. David Tubbs
Mr. Robert Donahue
Mrs. Dianna Paradise
Mrs. Jane Hines
Mayor Cooney
Mr. Charles Grau
Mr. Tom Mazzaccaro
Mrs. Debbie Kozell

Catherine LaBelle, Library Director – Present

Molly Hone, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

**I. Call to Order**

The meeting was called to order by Mr. Mazzaccaro, at 6:30 p.m.

**II. Open Public Meetings Act Statement**

Mr. Mazzaccaro stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meeting will be digitally recorded. Minutes will be available to the public on the Library's website once they have been officially approved.

**III. Pledge of Allegiance and Moment of Silence**

**IV. Public Comments**

None

**V. Committee Reports**

Finance: 2022 Budget –Operating Budget

The total proposed revenue for 2022 is \$1,742,900.

B-1 - COMPENSATION: increased from \$1,068,700 in 2021 to \$1,144,300 in 2022. Salaries have been increased by 2.5% for 2022. Some employees will be getting a \$1 per hour increase in addition to the 2.5%.

B-2 - COLLECTION: Increased from \$126,500 in 2021 to \$129,600 in 2022.

B-3 – PROGRAMS: Decreased from \$40,000 in 2021 to \$36,500 in 2022.

B-4 - SUPPLIES: Decreased from \$14,000 in 2021 to \$13,500 in 2022.

B-5 – PUBLIC RELATIONS: Decreased from \$3,000 in 2021 to \$2,600 in 2022.

B-6 – STAFF DEVELOPMENT: Increased from \$8,000 in 2021 to \$9,700 in 2022.

B-7 – UTILITIES: Decreased for \$81,000 in 2021 to \$65,300 in 2022. There was a decrease in electricity expenses.

B-8 – PHYSICAL PLANT: Decreased from \$108,600 in 2021 to \$105,700 in 2022.

B-9 – EQUIPMENT/MAINTENANCE: Increased from \$23,100 in 2021 to \$24,500 in 2022.

B-10 – EXPENSED EQUIPMENT: Decreased from \$5,500 in 2021 to \$3,000 in 2022. Catherine stated that more advertising is being sent via email.

B-11 – PROFESSIONAL SERVICES: Decreased from \$90,300 in 2021 to \$90,200 in 2022. There was a decrease in the MAIN Assessment. A teacher will be hired for the ELL classes.

B-12 – OTHER EXPENSES: Increased from \$92,200 in 2021 to \$94,600 in 2022.

B-13 – GRANT EXPENSES: Decreased from \$7,700 in 2021 to \$0 in 2022.

TOTAL EXPENSES INCREASED FROM \$1,668,600 IN 2021 TO \$1,719,400 IN 2022

Capital Budget

Display shelving and soft seating is not purchased yet. The Teen section will be done in 2022.

TOTAL CAPITAL EXPENSES DECREASED FROM \$64,700 IN 2021 TO \$23,500 IN 2022.

TOTAL OPERATING AND CAPITAL EXPENSES \$1,742,900 FOR 2022.

**VI. Old Business**

None

**VII. New Business**

None

**VIII. Adjournment**

Motion to adjourn was made by Mrs. Hines, seconded by Mayor Cooney; meeting was adjourned at 7:25pm.