

Montville Township Public Library
Board of Trustees Special Meeting
November 30, 2022
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

<i>MEMBERS PRESENT</i>
Ms. Linda Peskin
Mr. Larry Hines
Mr. Robert Donahue
Ms.. Debbie Kozell
Mr. Charles Grau
<i>MEMBERS ABSENT</i>
Mayor Cooney
Mr. David Tubbs
Mrs. Dianna Paradise
Ms. Deborah Nielson

Catherine LaBelle, Library Director – Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Hines, at 7pm.

II. Open Public Meetings Act Statement

Mr. Hines 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

IV. Public Comments

None

V. Committee Reports

Finance: 2023 Budget –Operating Budget

The total proposed revenue for 2023 is \$1,813,668.00.

B-1 - COMPENSATION: Increased from \$1,143,370.00 in 2022 to \$1,242,101.00 in 2023. Contractual hourly rates increased \$1.00 plus 2.5% for all Library Assistant related positions.

B-2 - COLLECTION: Decreased from \$129,600 in 2022 to \$125,000 in 2023.

B-3 – PROGRAMS: Remains the same \$36,500 in 2022 to \$36,500 in 2023.

B-4 - SUPPLIES: Increased from \$13,500 in 2022 to \$14,400 in 2023. Shipping increased because more books are being shipped from other Libraries.

B-5 – PUBLIC RELATIONS: Decreased from \$2,600 in 2022 to \$2,100 in 2023.

B-6 – STAFF DEVELOPMENT: Decreased from \$9,700 in 2022 to \$3,400 in 2023.

B-7 – UTILITIES: Increased for \$65,300 in 2022 to \$85,900 in 2023. There was an increase in Electric and Natural Gas.

B-8 – PHYSICAL PLANT: Decreased from \$105,700 in 2022 to \$91,000 in 2023. Carpet cleaning and landscaping decreased.

B-9 – EQUIPMENT/MAINTENANCE: Increased from \$24,500 in 2022 to \$30,300 in 2023. Computer software increased but then will not be needed for another two years.

B-10 – EXPENSED EQUIPMENT: Decreased from \$3,000 in 2022 to \$300 in 2023.

B-11 – PROFESSIONAL SERVICES: Decreased from \$90,200 in 2022 to \$85,450 in 2023. There was a decrease in the ELL Teacher salary based on receiving a \$5,000 grant.

B-12 – OTHER EXPENSES: Decreased from \$94,600 in 2022 to \$87,067 in 2023.

B-13 – GRANT EXPENSES: Decreased from \$4561.45 in 2022 to \$0 in 2023.

TOTAL EXPENSES INCREASED FROM \$1,723,45 IN 2022 TO \$1,803,518.00 IN 2023

Capital Budget

Memory Lab furniture and HVAC project funds are encumbered.

TOTAL CAPITAL EXPENSES DECREASED FROM \$81,459.40 IN 2022 TO \$10,150 IN 2023.

TOTAL OPERATING AND CAPITAL EXPENSES \$1,813,668 FOR 2023.

A motion was made by Mr. Grau to approve the 2023 budget, seconded by Ms. Kozell.

Mr. Grau yes; Ms. Peskin yes; Ms. Kozell yes; Mr. Hines yes; Mr. Donohue yes; Motion passed

VI. Old Business

None

VII. New Business

None

VIII. Adjournment

Motion to adjourn was made by Mr. Grau, seconded by Mr. Donohue; meeting was adjourned at 7:31pm.