



NORWOOD PUBLIC LIBRARY
Minutes
Board of Trustees Meeting
January 18, 2024

Present: **Board Members:** Alice David, Kathleen Hartman, David Fenton,
Denise Divincenzo, Bridgett Osypiewski, Kathryn Boswell, Steve Murray.

Library Director Amanda Jones

Excused Absences: Board Members Holly Scott, Leonard Halpern.

The meeting was called to order at 6:31 p.m.

Those in attendance were asked if they had a conflict of interest with any old or new business to be discussed during the meeting—there were none.

A motion was made by Kathryn Boswell to accept the Consent Agenda, seconded by David Fenton. Regarding the financial reports, there was concern as to why the annual premium for the Travelers insurance had risen so steeply—Amanda will call insurance broker to inquire about the increase and if there are any less costly options available. Also Bridgett pointed out the wages for the office cleaner was not appearing as a line item on the income and expense report—David examined the report and discovered that Annette’s wages were listed under the wrong expense heading. The accountant will be notified about the error. As there were no further questions or concerns about any part of the consent agenda, the motion to accept passed unanimously.

A motion was made by Kathleen Hartman and seconded by Bridgett Osypiewski to authorize payment of invoices payable as audited by Alice David. The motion passed unanimously. Volunteers to audit the next six months of invoices payable are:

February	Kathleen Hartman
March	Steve Murray
April	Kathryn Boswell
May	Denise Divincenzo
June	Bridgett Osypiewski

Old Business

- No change in status as to federal tax penalty regarding late filing of a prior year 990—tax preparer error.
- The library accepted a bid from Barkley for replacement of a door assist (pushside operator) and installment of a door hinge, but because of staffing problems at Barkley, the work cannot be done for two to three more weeks.

New Business

- Holly Scott will be on a leave of absence from the Board until June of 2024. She will continue to receive the minutes of the Board meetings. Kathleen Hartman volunteered to act as secretary and take/prepare the minutes of the monthly meeting until Holly returns to the Board in June.

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- The three board members whose terms expire May 31, 2024 are Alice David, Kathryn Boswell, and Holly Scott. Alice and Holly are both planning to run for another term, and Kathryn indicated that her husband Carroll is planning to run for a seat in place of herself as she is unable to serve due to other time commitments.

Amanda will find out from NCLS how early the Board can announce the election of Board members and how soon those interested can start gathering signatures on their petition to be placed on the ballot of candidates.

- Alice requested volunteers to serve on the budget committee: Alice, David, Kathleen, and Bridgett volunteered and they will review the 2025 budgetary needs and propose a 2025 budget.

There was a motion to adjourn made by Denise Divincenzo, seconded by Kathryn Boswell. The motion passed unanimously.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Kathleen A. Hartman
Vice-President/Acting Secretary