

Newark Public Library Board Meeting Minutes

2025

Date: July 10, 2025

Board Member in Attendance: Joey Nicosia, Keeley Kuperus, Sue Oberdorf, Becky Hauf (Community Center liaison), Andrea Windus

Board Member(s) Excused: Deb Barry, Chris Mizro

Board Member late / left early (time): N/A

In Attendance: Tanya Taylor, Tye Villane, Peter Blandino, Jennifer Stell, Kim Nevlezer

Absent: Bob Bendix (Village liaison)

Call to Order by Joey Nicosia at 4:08pm

Public Comment: No public attendance.

Secretary's Report: Review of minutes.

- **MOTION 1:** Sue Oberdorf moved to amend the June 12, 2025, Newark Public Library (NPL) board meeting minutes to account for who made motions at the end of the meeting. Rebecca Hauf seconded, and the motion passed unanimously.

Treasurer's Report: Review of abstract, budget and Treasurer's report.

- Discussed the content of the Treasurer's report, specifically depreciating the items the NPL owns. It was recommended that the topic of depreciation and how to account for it in the NPL budget be discussed in greater detail with the Finance Committee. The purpose of this meeting will be to determine how best to execute the depreciation accounting.
- **MOTION 2:** Andrea Windus moved to approve the transfers for the month of June 2025, which was three (3) automatic transfers from Savings to Payroll of \$20,000 each, \$60,000 total and two (2) transfers from Savings to Checking, one for \$25,000 and the other for \$10,000. In total, \$95,000. Rebecca Hauf seconded, and the motion passed unanimously.
- **MOTION 3:** Keeley Kuperus moved to approve the check detail in the amount of \$11,359.89. Sue Oberdorf seconded, and the motion passed unanimously.
- **MOTION 4:** Sue Oberdorf moved to approve the budget and the closing of 2024-2025 budget. Rebecca Hauf seconded, and the motion passed unanimously.
- Discussed the need to transfer principal and interest income from the next CD that is maturing this month. The current value of that CD is \$418K, as described in the Treasurer's Report. The amount of that transfer will depend on the dollar value of the CD and will be transferred to our Savings account. The value of that CD will be re-allocated to the appropriate reserve line items on our Balance Sheet and whatever remains will be reinvested into a new CD.

Director's Report:

- Director's Report
- Adult & Youth Services Report
- MOTION 5: Rebecca Hauf moved to approve the rehiring of Kathleen Alesci on 6/23/25 as part-time clerk starting at the same pay rate of \$15.91 per hour. Andrea Windus seconded, and the motion passed unanimously.
- MOTION 7: Sue Oberdorf moved to approve the hiring of Riley Lawson 7/7/2025 as part-time clerk starting at \$15.65. Andrea Windus seconded, and the motion passed unanimously.
- MOTION 8: Andrea Windus moved to approve the NPL Annual Report to the Community. Sue Oberdorf seconded, and the motion passed unanimously.

Committee Reports:

- Overview of the Friends of the Library meeting from June 25, 2025.

Old Business:

- MOTION 9: Sue Oberdorf moved to approve the Employee Handbook with the removal of the optional policy related to gender inclusion. Rebecca Hauf seconded, and the motion passed unanimously.

New Business:

- Acknowledged that the Oath of Office was signed by Joseph Nicosia and Susan Oberdorf.
- Acknowledged that all present board members signed the Conflict of Interest statement and Code of Ethics.
- President Joseph Nicosia appointed the following trustees to serve on the Nominating/Election Committee: Chris Mizro, Sue Oberdorf, Andrea Windus. The Nominating/Election Committee is charged with presenting a proposed slate of officers for the upcoming fiscal year.
- MOTION 10: Andrea Windus moved to approve the 2026 Paid Holiday Schedule. Sue Oberdorf seconded, and the motion passed unanimously.

MOTION 11: Rebecca Hauf moved to adjourn the meeting. Keeley Kuperus seconded, and the motion passed unanimously.

Executive summary opened at 5:27pm.

MOTION 12: Sue Oberdorf moved to adjourn the executive summary. Andrea Windus seconded, and the motion passed unanimously.

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Next Meeting: Thursday August 14, 2025 at 6:00pm

Submitted by Keeley Kuperus

DRAFT