

**METUCHEN PUBLIC LIBRARY  
BOARD OF TRUSTEES REORGANIZATION MEETING  
7 PM, TUESDAY, JANUARY 12, 2021**

Liz Waldron opened the meeting in Compliance with the Open Public Meetings Act at 7:02 pm. In attendance were Hsihsi Chung (Library Director), Liz Waldron, Caitlin Mollison, Kellie Davideit, Samina Ali, Maureen Cozine, Spencer Dreher, Brian Hajjar, Carol Gaffney and Linda Koskoski.

**Appointment of Temporary Chair:** Liz Waldron is named temporary chair.

**Motion to Approve the Agenda:** Kellie made a motion to approve the reorganization meeting agenda; Samina seconded and all present approved.

**Reorganization of the Board of Trustees – Election of Officers**

- **Samina Ali, President** - nominated by Liz, seconded by Maureen, with all in favor.
- **Spencer Dreher, Vice President** - nominated by Liz, seconded Samina, with all in favor.
- **Kellie Davideit, Secretary** - nominated by Liz, seconded by Samina with all in favor.  
Responsibility for minutes will be rotated among board members.
- **Caitlin Mollison, Treasurer** - nominated by Liz, seconded by Brian, with all in favor.

Liz steps down as temporary chair and Samina, as President, chairs the meeting.

**Selection of Meeting Dates and Time for 2021 and 2022 Reorganization:** Liz made a motion to approve the following meeting dates and time, Samina seconded and the motion passed with all in favor.

January 12 at 7pm  
February 9 at 7pm  
March 9 at 7pm  
April 13 at 7pm  
May 11 at 7pm  
June 8 at 7pm  
July 13 at 7pm  
September 14 at 7pm  
October 12 at 7pm  
November 9 at 7pm  
December 14 at 7pm  
January 11, 2022 (Reorganization) at 7pm

**Designation of the Home News Tribune and the Star Ledger as Official Newspapers:** Samina made a motion, Caitlin seconded, and the motion passed with all in favor.

**Designation of Manasquan Savings Bank Checking Account, and the Manasquan Savings Bank Endowment Fund/Money Market Fund as the Official Depositories of Money/Authorized**

**Signatures:** Liz made a motion designating these accounts; Samina seconded, and the motion passed with all in favor.

**Authorization for the Library Director to transact business on behalf of the Trustees:** Samina made a motion, Liz seconded, and the motion passed with all in favor.

**Designation of Suplee, Clooney & Company as the Annual Auditing Company:** Liz made a motion which was seconded by Brian and the motion passed with all in favor.

**Designation of Michael A. Cerone, Jr., ESQ., as Library Board Attorney:** Brian made a motion, Caitlin seconded, and the motion passed with all in favor.

**Designation of Committees:** Samina made a motion, seconded by Brian, and the motion passed with all in favor:

- **Finance:** Caitlin (Chair), Samina, Maureen
- **Building and Grounds:** Spencer (Chair), Liz, Linda, Brian
- **Personnel, Policy, Programs and Public Relations:** Liz (Chair), Carol, Kellie, Brian

**Designation of the Representative to the Friends of the Library:** board members will rotate monthly to attend Friends meetings. A calendar will be set up and circulated by Spencer. The board liaison to the Friends is Samina with Spencer as a backup.

**Adjournment:** Motion to adjourn the reorganization meeting was made at 7:39 pm by Samina, seconded by Spencer, all approved.

Respectfully submitted by Kellie Davideit, Secretary to the Library Board of Trustees, on February 4th, 2021.