

Newtown Public Library
Minutes of the February public meeting of the Board of Trustees
February 20, 2020

Present: Erica Danowitz, Tom O'Donnell, Arie Cappuccio, Anthony Maalouf, Kathy Erickson, Sandi Macan, and Arlene Caruso.

Excused: Howard Walker

The regular meeting of the Board of Trustees was called to order by Tom O'Donnell at 7:06 pm.

Approval of the **Agenda - Motion** to approve by Erica, second by Arie
Approval of the **Minutes** of the January 16 meeting Arie motion, Erica seconds

Treasurer's report:

REPORTS

Please see the Treasurer's report.

- Checking account \$125,795.65. Next meeting we will spend 15-20 minutes reviewing the budget. Tom and Arie met with the Township, with Arlene, with the Finance Director.
- **Motion** to approve the Treasurer's Report by Erica, Sandi seconds

Please see the Director's Report dated February 20, 2020 for data on circulation, new library cards, WiFi sessions, and library visits.

- We will be moving to the township software, we will all get log-ins. Agendas and Minutes will be easier. Reports can be attached to the agenda, anyone can contribute without emailing
- Arlene will start including charts of the circulation and other data
- **Motion** to approve the Director's Report by Arie; second by Erica.

Motion to adjourn official meeting and discuss Strategic Plan by Tom, second by Arie

For next meeting, agree on SWOT, mission statement, list goals, verbiage. Talk about format
Next meeting March 19

Respectfully submitted by Sandi Macan, Secretary