

**Library Association of Ringwood Inc.**  
Ringwood Public Library ("RPL")  
Board of Trustees Meeting  
**August 11, 2022 8 pm**  
**Minutes**

Attendance: Amanda Beth McCormick Gillman, Amy Boyle Geisel, Kathryn Grant, Cathie Studwell, Jennifer Hsu, Linda Schaefer, as well as Co-Interim Directors Heather Caldwell, Wendy Sandford, and MaryEllen D'Elia. Board members Lauren Maguire and Jessica Einreinhof were absent.

President Amanda Beth McCormick Gillman called the meeting to order at 8:06PM and she read the following statement: Adequate notice of this meeting was provided in the usual course to the Suburban Trends, Record, Herald News, Borough Manager, Borough Clerk, and the RPL website. Notice was posted inside RPL and Ringwood Town Hall. This meeting is being recorded.

**Consent Agenda +**

- Linda Schaefer made a motion to approve the Minutes of open session of the August 1, 2022 Board Meeting (2 pgs). It was seconded by Jennifer Hsu and passed without objection. Amy Boyle Geisel abstained.

**Regular Agenda**

- Board Comments – there were no Board Comments
- Director Comments – MaryEllen D'Elia updated the Board about the status of the NJ Construction Bond Act Annual Report being late for submission, the revision to the NJCHCC grant previously submitted by Dan Parker, and the need for a follow-up visit from the exterminator.
- Friend's Report: Thanks to those who participated in the Dine to Donate on Aug 11. The next Friends meeting will be on August 25.

**New Business**

- **Swearing in of New Trustee**

Amanda Beth McCormick Gillman asked new Trustee, Cathie Studwell, to affirm that she will abide by the By-Laws and Constitution of the Library Association of Ringwood, Inc., as well as to follow all of the policies of the Association. Ms. Studwell affirmed that she will.

- There was a discussion about the method of recruitment that the Board should follow for new Trustees and the process that prospective candidates should follow when they seek to join the Board including questionnaires, interviews, and minimum expectations for engagement with the process.

**Open Public Session** There were no public comments and there were no members of the public present so the meeting was not opened to the public.

**Executive Session** There were not enough Board Members in attendance to accomplish the agenda so it Executive Session was tabled until the following meeting.

There being no further business, Amy Boyle Geisel made a motion to adjourn and it was seconded by Jennifer Hsu. The vote was unanimous.

Adjournment- The next regular meeting of the Library Assoc. of Ringwood Inc. is September 12 at 7:00 pm

The meeting was adjourned at 8:56PM.

Respectfully submitted,

MaryEllen D'Elia  
Interim Co-Director  
Administrative Assistant  
8/12/2022