

Louis Bay 2nd Public Library
Board of Trustees Regular Monthly Meeting Minutes

Agenda – November 10, 2015 –7:30 P.M.

MEETING CALLED TO ORDER:

Time: 5:00pm

PUBLIC PORTION OF MEETING BEGINS:

Per the New Jersey Open Public Meeting Law adequate notice of this meeting has been provided by the Schedule of the Regular Meetings heretofore adopted and posted on the Public Bulletin Board at the Municipal Building mailed to the Hawthorne Press, Herald News, Record, and the Gazette, and all persons who have requested the mailing of such schedule, and a copy of said schedule has remained on file in the office of the Borough Clerk from and since January, 2015.

FLAG SALUTE: N/A

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Sharon Abbood	03/2017	✓		
E. Vicki Arians	12/2019		✓	
Richard Goldberg, Mayor	N/A	✓		
Jean Mele	12/2017	✓		
Joseph Metzler	12/2016	✓		
Linda Missonellie, Vice President	12/2018	✓		
Terry Segro	12/2017	✓		
Gary Sinning, Mayor's Alternate	12/2017		✓	
Richard A. Spirito, Jr. Supt. of Schools	N/A		✓	
Dr. Richard A. Spirito, President	12/2015	✓		
Monica Smith, Director	N/A	✓		

Also Present: Mauro Magarelli, Recording Secretary ✓

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APPROVAL OF THE MINUTES FOR: October 14, 2015 – Regular Public Meeting

- **Vote #2015-V036: The minutes for October 14, 2015 Regular Public Meeting were approved on a 7-0 motion by Mayor Goldberg, seconded by Sharon Abbood.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion	2		1						
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain									
Absent		✓						✓	

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

- **Resolution #2015-R12: The 2016 Board Meeting Schedule was approved on a 7-0 motion by Mayor Goldberg, seconded by Jean Mele.** The Louis Bay 2nd Public Library will generally hold its regular monthly meetings on the second Wednesday of each month at 5:00 p.m., on the following dates.

January 13	July 13
February 10	August 10
March 09	September 14
April 13	October 12
May 11	November 09
June 08	December 14

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion			1	2					
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain									
Absent		✓						✓	

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COMMUNICATIONS

Monica A. Smith, Director

- Theresa DiGeronimo, High School Librarian, voiced her concern to Monica Smith about recent changes to the annual push that registers students with library cards. Theresa explained that many students will refrain from the process if it requires them to get a parent's signature, subsequently barring them from the BCCLS databases. Monica explained that parent signatures were necessary in order to ensure residency and to also prevent patrons with fines from using library services. Since residency is guaranteed via school enrollment, the library will create 40 courtesy cards (as suggested by Mayor Goldberg), for Theresa to disseminate to students who do not submit a parent's signature with their application. Courtesy cards will allow students to access BCCLS databases remotely but will be restricted from borrowing materials.

FINANCIAL REPORTS/BILL LIST

Jean Mele, Committee Chairperson

- Vote #2015-V037: The Bill List (October 15, 2015 to November 10, 2015, inclusive) was approved on a 7-0 motion by Mayor Goldberg, seconded by Jean Mele. Linda Missonellie abstained on the vote for payment to the Hawthorne Press.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion			1	2					
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain						✓ Hawthorne Press			
Absent		✓						✓	

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

- Library board members and borough council members are actively discussing the need to replace the 5 AC units above the main part of the library building. It has been determined that the units should be replaced in a staggered manner. The Mayor suggested that the library offer to pay for the first two units with the understanding that the town will reciprocate and pay the cost for any future unit replacements. The building and grounds committee will meet on Nov. 13 to further discuss the matter.
- Monica Smith contacted a handyman to make repairs to the outside wall by the children's offices to prevent animals from gaining entrance.
- On Friday, 11/6, the main sewer line on Lafayette Avenue backed up causing a foul order to emanate from the library's basement. DPW workers were able to de-clog the problem (near St. Clement's Church), subsequently alleviating the smell in the library.

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TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

- Monica Smith is setting up the admin copier to have direct scanning to staff computers, similar to the capabilities available at borough hall.
- The fax line at the Reference Desk is scheduled for repair by D&Z Communications

POLICY

Vicki Arians, Committee Chairperson

- **The board had a second reading on the outside sign policy.** The updated policy was approved on a 7-0 motion by Linda Missonellie, seconded by Jean Mele.

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion				2		1			
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain									
Absent		✓						✓	

- A first reading for Gallery Exhibit Policy revisions was put on hold until the Policy Committee can further review the changes.

COMMUNITY PUBLIC RELATIONS

Jean Mele, Committee Chairperson

- Wendy Hollis, Head of the Children's will be on the Title One committee for Washington School.
- 10/20 – Monica Smith and Marilyn Rees attended the annual BCCLS Friends of the Library Breakfast. The Louis Bay 2nd Library gift basket received the 2nd highest bid at \$75.
- 10/21 – Monica Smith attended the Borough Council Meeting where we were presented with the \$50,000 bequest from the late Ruth L. McDonald.

PERSONNEL

Linda Missonellie, Committee Chairperson

- **Vote #2015-V038: The appointing of Robert Graham as a p/t Page Adult Services (replacing Lauren Paris) effective 11/9/2015, at \$8.38 / hour, 30 hours per pay period was approved on a 7-0 motion by Mayor Goldberg, seconded by Joe Metzler**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion			1		2				
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain									
Absent		✓						✓	

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- The job ad for an Instructional Technology/Reference Librarian position will be extended thru November.

PROFESSIONAL DEVELOPMENT

Monica A. Smith, Director

- 10/15 Monica & Wendy attended the BCCLS System County Meeting (4 of 4).
- 11/10 Monica attended the BCCLS Technology Committee meeting

NOMINATING

Sharon Abbood, Committee Chairperson

- The present Library Board Officers have been re-nominated to continue their positions for 2016.

NEGOTIATIONS

Linda Missonellie Committee Chairperson

- The Library Negotiations Committee members cannot attend the proposed meeting with IUJAT which was scheduled for December 7, 2015, 10:00am

MEETING ROOM APPLICATIONS

- Vote #2015-V039: The aboard approved the renting of community room A to The New Jersey Chapter of the National Association of Social Workers on a 7-0 motion by Mayor Goldberg, seconded by Jean Mele.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion			1	2	2				
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain									
Absent		✓						✓	

OLD BUSINESS: N/A

NEW BUSINESS

- The board will hold its annual holiday celebration at 6:30pm on Dec. 9, 2015.

PUBLIC BE HEARD: N/A

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MOTION TO ADJOURN: The Meeting was adjourned at 6:20pm on a 7-0 motion by Joe Metzler, seconded by Jean Mele

Library Board Roll Call vote:

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg (Sinning)</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito</u>	<u>Dr. Spirito</u>
Motion				2	1				
Aye	✓		✓	✓	✓	✓	✓		✓
Nay									
Abstain									
Absent		✓						✓	

Next Regular Meeting – Wednesday, December 9, 2015 at 5:00 P.M.