

Louis Bay 2nd Public Library

Board of Trustees Regular Monthly Meeting

Minutes – August 15, 2018 –4:30 P.M.

MEETING CALLED TO ORDER:

Time: 4:36pm

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 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, 2018.

FLAG SALUTE:

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Theresa DiGeronimo, Supt. Alternate	N/A		X	
Lori Garrison	12/2022	X		
Richard Goldberg, Mayor	N/A	X		
Jean Mele	12/2022	X		
Joseph Metzler	12/2021	X		
Linda Missonellie, Vice President	12/2018	X		
Gary Sinning, Mayor's Alternate	12/2018		X	
Darryl Siss	12/2019		X	
Richard A. Spirito, Jr. Supt. of Schools	N/A		X	
Dr. Richard A. Spirito, President	12/2020	X		
Evan Toth	12/2022	X		
Monica A. Smith, Director	N/A	X		
Morgan Taylor, Recording Secretary	N/A	X		
Mary Ellen Puzen, Business Manager	N/A	X		

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APPROVAL OF THE MINUTES FOR: July 11, 2018– Regular Public Meeting

- **Vote #2018-V033: Approving the Minutes for 11-Jul-2018– Regular Public Meeting.**

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion			2		1				
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

FINANCIAL REPORTS/BILL LIST

Jean Mele, Committee Chairperson

- **Vote #2018-V034: Approving the Bill List for 12-Jul-2018 through 15-Aug-2018 , inclusive.**

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion		2	1						
Aye	X	X	X	X	X			X	X
Nay									
Abstain					7954				
Absent						X	X		

The auditors will attend the September meeting to present and field any additional questions the Board may have.

Dr Spirito, Jean, and Linda agreed to speak to Atlantic Stewardship bank on Wednesday 8/22 about the possibility of changing accounts to acquire the best interest rates.

COMMUNICATIONS

Monica A. Smith, Director

Email from Jayne Ace Bosgra, President of the Friends of the Library, forwarding a query from a library patron. Board agrees to take patron suggestion under advisement.

From the NJ State Library to the President, Board of Trustees

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

Report in separate, bound volume(s)

Mayor Goldberg said that Boswell will be in for roof repairs on Friday 8/17.

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Mary Ellen guided the board through the air duct cleaning proposals. The Board decided they want Reiner to clean the coils and power wash in the spring, to be continued every other spring.

The Technology Committee will meet to discuss the proposals for the security system.

Joe reviewed the native planting proposal and which channels will be spoken to regarding potential funding.

- **Vote #2018-V035- Approve the installation of an auto dialer and an hour of labor from Extel Communications, Inc.**

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion				1	2				
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

Crossover with Building and Grounds

POLICY

Darryl Siss, Committee Chairperson

none

COMMUNITY PUBLIC RELATIONS

Jean Mele, Committee Chairperson

none

PERSONNEL

Linda Missonellie, Committee Chairperson

- **Vote #2018-V036 – Accept the resignation of Library Assistant - Circulation, Cara Scott, effective July 27, 2018.**

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion				1	2				
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

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- **Vote #2018-V037 – Accept the resignation of Page – Adult Services, Alexa Williamson, effective July 19, 2018.**

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion				1	2				
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

NOMINATING

Richard Goldberg, Committee Chairperson

none

NEGOTIATIONS

Linda Missonellie, Committee Chairperson

none

MEETING ROOM APPLICATIONS

Blood drive event pushed to later in the year so as not to conflict with Hawthorne Day.

- **Vote #2018-V038- Approve meeting room use on 10/20 and 11/12 by United Healthcare**

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion				1	2				
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

PROFESSIONAL DEVELOPMENT

Trustee training opportunity – included in the packet

OLD BUSINESS

The final candidate for the BCCLS Executive Director position, David Hanson, accepted the offer and is targeted to start in mid-October.

NEW BUSINESS

BCCLS has put out an RFP for a delivery service.

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FRIENDS OF THE LIBRARY

Friends do not meet in the summertime.
 Books at the pool have been very successful.

PUBLIC BE HEARD:

Joe complimented the staff for the way they handled the power outage on 8/1 during Monica’s absence.
 Morgan brought up that the staff is planning to create an emergency checklist.
 Linda would like the library to publicize that it is a “cooling station.”

MOTION TO GO INTO PRIVATE SESSION:

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion			2	1					
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

PRIVATE SESSION:

MOTION TO EXIT FROM PRIVATE SESSION:

Library Board Roll Call Vote

	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>	<u>Evan Toth</u>
Motion			2	1					
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

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MOTION TO ADJOURN: 5:41pm

Library Board Roll Call Vote

	<u>Lori</u> <u>Garrison</u>	<u>Mayor</u> <u>Goldberg</u> <u>/ Sinning</u>	<u>Jean</u> <u>Mele</u>	<u>Joe</u> <u>Metzler</u>	<u>Linda</u> <u>Missonellie</u>	<u>Darryl</u> <u>Siss</u>	<u>Richard</u> <u>Spirito</u> <u>/ DiGeronimo</u>	<u>Dr.</u> <u>Spirito</u>	<u>Evan</u> <u>Toth</u>
Motion			1						2
Aye	X	X	X	X	X			X	X
Nay									
Abstain									
Absent						X	X		

Next Regular Meeting – Wednesday, 12-Sep-2018 at 4:30 P.M.

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Summary of Resolutions and Votes

- Vote #2018-V033: Approving the Minutes for 11-Jul-2018– Regular Public Meeting. 2
- Vote #2018-V034: Approving the Bill List for 12-Jul-2018 through 15-Aug-2018 , inclusive. 2
- Vote #2018-V035- Approve the installation of an auto dialer and an hour of labor from Extel Communications, Inc. 3
- Vote #2018-V036 – Accept the resignation of Library Assistant - Circulation, Cara Scott, effective July 27, 2018. 3
- Vote #2018-V037 – Accept the resignation of Page – Adult Services, Alexa Williamson, effective July 19, 2018. 4
- Vote #2018-V038- Approve meeting room use on 10/20 and 11/12 by United Healthcare 4