

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

Minutes – July 8, 2015 – 5:00 P.M.

MEETING CALLED TO ORDER:

Time: 5:04pm

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: 5:05pm

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Sharon Abbood	03/2017	x		5:15pm
E. Vicki Arians	12/2019		x	
Richard Goldberg, Mayor	N/A	x		
Jean Mele	12/2017	x		
Joseph Metzler	12/2016	x		
Linda Missonellie, Vice President	12/2018	x		
Terry Segro	12/2017	x		5:12pm
Gary Sinning, Mayor's Alternate	12/2017		x	
Richard A. Spirito, Jr. Supt. of Schools	N/A		x	
Dr. Richard A. Spirito, President	12/2015	x		
Monica Smith, Director	N/A	x		

Also Present: Mauro Magarelli, Recording Secretary

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APPROVAL OF THE MINUTES FOR: June 10, 2015 – Regular Public Meeting

- **Vote #2015-V021: The minutes for the June 10 – Regular Public Meeting, were approved on a 5-0 motion by Linda Missonellie, seconded by Joe Metzler.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg</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			x	x	x	x			x
Nay									
Abstain									
Absent	x	x					x	x	

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

COMMUNICATIONS

Monica A. Smith, Director

- The library received a \$250 donation from the Valley Hospital Auxiliary, Hawthorne Chapter, to be used in any manner deemed appropriate.

• FINANCIAL REPORTS/BILL LIST

Jean Mele, Committee Chairperson

- **Vote #2015-V022: The Bill List (June 11, 2015, 2015 to July 8, 2015, inclusive) was approved on a 7-0 motion by Mayor Goldberg, seconded by Sharon Abbood. Linda Missonellie abstained on the vote for payment to the Hawthorne Press.** The Board asked for clarification regarding 3 payments that were lost in the mail and not received by Reiner and Co., Inc. The previously sent checks will be cancelled before payment is resubmitted.

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg</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	x		x	x	x	x	x		x
Nay									
Abstain									
Absent		x						x	

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

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- Reiner replaced 2 blown fuses associated with one of the thermostat.
- 6/30 – Old shelving was sent out to be recycled
- Paperwork has been filed requesting workers from The Sheriff’s Labor Assistance Program (SLAP) to assist with moderate cleaning in the library. Slap workers will be asked to clean walls and organize the basement.
- Charlie Frankel, member of the friends, asked the board to approve the wording for the plaque that will be placed near the statue commemorating the memory of his wife Mary Lou Frankel. The plaque will read “In memory of Mary Lou Frankel, A founding member and president of the Friends of the Louis Bay 2nd Library.

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

- Scott Hlavacek of PCESC will connect with JerseyConnect personnel to coordinate the equipment purchase necessary for the wireless upgrade.

POLICY

Vicki Arians, Committee Chairperson

- Current discussions regarding the purchase of Unique Management Solutions, a material recovery and debt collection company, will be put on hold until further details are obtained regarding its compatibility with the BCCLS Polaris system.
- The current reciprocal contract with Prospect Park expired 6/30. The Louis Bay 2nd Library will continue to honor cards until the contract is renewed.

COMMUNITY PUBLIC RELATIONS

Jean Mele, Committee Chairperson

- 6/24 Monica attended the Municipal Alliance Committee meeting

PERSONNEL

Linda Missonellie, Committee Chairperson

- Two open positions (IT Librarian and Children’s Page) were advertised through the Hawthorne Press and BCCLS website. Potential candidates will be interviewed and formally selected by the Aug. 12th Board meeting. Nine resumes were received for the IT Librarian position and 2 resumes for the page position.

PROFESSIONAL DEVELOPMENT

Monica A. Smith, Director

- 6/26 – A Staff Meeting, attended by 73% the staff, was held to discuss the dress code, library policies, library card phone apps and other topics. The library closed early at 2:30pm to ensure full staff participation.

NOMINATING: N/A

Sharon Abbood, Committee Chairperson

NEGOTIATIONS

Linda Missonellie Committee Chairperson

- Eric Maurer, borough administrator, reported that after meeting with union officials about the pending supervisor’s contract, they were filing for mediation.

MEETING ROOM APPLICATIONS: N/A

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OLD BUSINESS: N/A

NEW BUSINESS: The recently conducted audit found no immediate problems and the auditing firm will be in touch with the board president with their report.

PUBLIC BE HEARD: See building and grounds.

MOTION TO ADJOURN:

Library Board Roll Call vote: *The meeting was adjourned at 6:00pm on a 7-0 motion by Jean Mele, seconded by Sharon Abbood*

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg</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	x		x	x	x	x	x		x
Nay									
Abstain									
Absent		x						x	

Next Regular Meeting – Wednesday, August 19, 2015 at 5:00 P.M.