

MINUTES OF THE MEETING – July 18, 2012

THE BOARD OF TRUSTEES OF THE  
LOUIS BAY 2ND LIBRARY

1. President Linda Missonellie called the July 18, 2012 meeting to order at approximately 5:10 p.m. The Sunshine notice was read.

2. **ROLL CALL**

The following trustees were present:

<i>Trustee</i>	<i>Present</i>	<i>Absent</i>	<i>Notes</i>
Sharon Abbood (3/2012)	X		
E. Vicki Arians (12/2014)		X	
Richard Goldberg, Mayor (n/a)	X		Arrived at 5:18
Joseph Metzler (12/2016)	X		
Linda Missonellie, President (12/2013)	X		
Robert P. Mooney, Superintendent of Schools (n/a)	X		Arrived at 5:12
Jean Mele (12/2012)	X		
Terry Segro (12/2012)		X	
Garry Sinning, Council Liaison (12/2012)	X		
Dr. Richard A. Spirito, Vice- President (12/2015)	X		
Kathie O’Dowd, Director	X		

3. **APPROVAL OF MINUTES**

A discussion was held concerning the June 2012 minutes. The June minutes will be reviewed at the August meeting pending a revision.

4. **COMMUNICATIONS** – A patron letter regarding loans sent to Little Ferry was discussed. The Union has requested information on union employees for negotiations.

5. **FINANCIAL REPORTS / BILL LIST** – The bill list was approved 6-0 on a motion by Sharon Abbood, seconded by J. Metzler.

6. **DIRECTOR’S REPORT / COMMITTEE REPORTS**

- a. **Buildings/Grounds** –Building and Grounds report was presented. A discussion ensued concerning the quote received by KCG for Unit #2. The committee requested a historical summary be submitted to them on all the maintenance and costs involved on all units. The Farmers Market will be given a picnic table be placed on the library Grand Avenue entrance grounds for use. Signs for community room will be placed to reflect room “A” and “B”.
- b. **Finance/Budget**: None
- c. **Technology**: All PC’s are installed and up and running and MS Office has been installed on all patron computers.  
**Resolution 2012-03** – Approval of additional computers for PC Expansion from BCCLS at a cost of \$20,231.01. Cost to be absorbed by Capital Reserve Account. Motion was made by Mayor Goldberg, seconded by J. Mele. Motion approved 7-0.

Resolution 2012-13 – Approval of additional eight quad outlets on computer furniture by Mardell Electric at a cost of \$1000. Funds to be paid from Capital Reserve account. Motion made by Metzler and seconded by Mayor Goldberg. Motion was approved 7-0.

- d. Policies: The Board adopted a “Pay Card Policy”. The Pay Card policy is for purchase by non-residents, not residing in a BCCLS member community, for an annual non-refundable fee of \$100.00. Pay Card holders may borrow materials from Louis Bay 2<sup>nd</sup> Library only. Kathie will continue to work on collecting the fines that are to be refunded by Prospect Park. A motion to approve the Pay Card Policy was made by Mr. Mooney and seconded by L. Missonellie. Motion was approved 7-0. A proposed Gallery Policy will be sent to committee for review at the August meeting.
- e. Community Relations: Summer Reading has been popular. The Board allowed a collection of unused or “new” sneakers for the soldiers. A bin has been placed in the library foyer. Discussion ensued concerning the registration procedures for programs. A decision was rendered to allow unregistered patrons into programs.
- f. Personnel: Trustee Training is scheduled for Friday, 8/10 at 2 pm. Polaris training for staff is on-going. We have acquired two students through the Passaic County workforce Program. Annual Evaluations have begun.
- g. Nominating: None
- h. Negotiations: None

7. **MONTHLY ROOM APPLICATIONS; GIFT PROPOSALS** – None

8. **OLD BUSINESS** – None

9. **NEW BUSINESS** – None

10. **PUBLIC COMMENT** –None

11. **PRIVATE SESSION** – None

12. **ADJOURNMENT** – The Board adjourned the meeting at 7:05 pm on a motion by J. Metzler, seconded by Jean Mele.

Respectfully submitted,  
Janice Judge, Administrative Assistant