

MINUTES OF THE MEETING – February 13, 2013

**THE BOARD OF TRUSTEES OF THE
LOUIS BAY 2ND LIBRARY**

1. President Linda Missonellie called the February 13, 2013 meeting to order at 5:00pm. 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 (3/2017)	X		Arrived 6:05pm
E. Vicki Arians (12/2014)	X		
Richard Goldberg, Mayor (n/a)	X		
Joseph Metzler (12/2016)	X		
Linda Missonellie, President (12/2013)	X		
Robert P. Mooney, Superintendent of Schools (n/a)		x	
Jean Mele (12/2017)	x		Arrived 5:05pm
Terry Segro (12/2017)	x		
Garry Sinning, Council Liaison (12/2012)	x		
Dr. Richard A. Spirito, Vice- President (12/2015)	X		Arrived 5:03pm
Kathie O’Dowd, Director	X		

3. OATH OF OFFICE
Mayor Goldberg administered the oath of office to Jean Mele, who was reappointed to another term on January 1, 2013.
4. PUBLIC COMMENT
As there were 6 people in attendance, the president opened the meeting to the public. Leo Fiorilla presented his concept for a park bench to be dedicated to Billy Dutches. After a brief discussion, the consensus of the board members and Dutches’s friends was to have the bench include the Marine’s name, date he was killed in Vietnam, or that he was the first Hawthorne resident killed in that war.

Glen Nedswick also spoke, stating that as teenages, they would meet at the library and wanted to keep Dutches’s memory alive. The public comment period was closed on a 6-0 vote. The Board then voted 6-0 to approve the wording for the Billy Dutches Bench, motion by R. Goldberg, second by T. Segro.
5. APPROVAL OF MINUTES
a. The January 9, 2012 Minutes were approved 6-0 on a motion by J. Metzler, seconded by T. Segro.
6. COMMUNICATIONS
A Library Trustee program is scheduled for March 19 at Parsippany-Troy Hills Library.
A thank you was received from the Valley Hospital Ladies Auxiliary.

7. FINANCIAL REPORTS / BILL LIST – The financial reports were reviewed. The bill list was approved 7-0 on a motion by V. Arians, seconded by J. Mele. Missonellie abstained on the Hawthorne Press bill.

8. DIRECTOR’S REPORT / COMMITTEE REPORTS

Buildings/Grounds – A proposal has been received from the Health Officer to install a 20x40 foot children’s vegetable garden on library grounds. After some discussion, the consensus was that the board is not in favor of this project.

The Hawthorne Environmental Commission has suggested installing a rain garden on the grounds. The Director was advised to request a written proposal.

Resolution 2013-01 - \$1475 to Mardell Electric for electrical work to install TV donated by the Friends. Motion by Metzler, seconded by Goldberg, passed 7-0.

Resolution 2013-02 – Not to Exceed \$450 to Borough of Hawthorne for ejector pump replacement. DPW to furnish labor. Motion by Metzler, seconded by Goldberg, passed 7-0.

Quotes have been received from 4 vendors for the HVAC service contract – referred to the B&G committee. Other issues discussed were surveillance system, license needed for coffee machine, and broken phone jacks. SLAP workers will be in to clean the facility.

Finance/Budget: The director discussed new procedures are being established for overdue notices/patron invoices. This resulted in the following motion: to establish a maximum fine for video games of \$20; a maximum fine for all other items that have \$1/day fines (DVDs), and to retain the \$5 maximum fine for items with 10 cents/day fines. Resolution 2013-03 Motion by Goldberg, seconded by Arians, Passed 7-0.

Technology: O’Dowd said some patrons are complaining about requirement to present their library card in order to borrow materials brought in on Request from other Libraries. She will reach out to the public to explain this is a BCCLS requirement, and necessitated by the new procedures of the Polaris system.

The Technology committee will meet to discuss the Surveillance System.

Policies: Clarification was sought on display for Well Read Bookstore. The consensus was that the owner could put up a display which advertises a library fundraiser but not one that solely promotes his business. Policies on the art gallery and nepotism have been drafted and are under discussion by the policy committee. The meeting room application form was updated and copies provided.

9. COMMITTEE REPORTS: Covered in Directors report.
10. MONTHLY ROOM APPLICATIONS; GIFT PROPOSALS – An out-of-state law firm has inquired about using a small meeting room to take depositions on April 9. The board approved the concept provided they present a certificate of insurance. Proposals were also made for an art studio class for seniors and a 4-H get fit program. Action was deferred until actual applications are received.
11. OLD BUSINESS – None

12. NEW BUSINESS – None

13. PRIVATE SESSION – PERSONNEL - At 6:35pm, the board adjourned to executive session to discuss personnel matters. Motion by Metzler, seconded by Arians, passed 7-0. The board reconvened in public at 6:50pm on Motion by Mezler, seconded by Arians, passed 7-0.

Motion by Metzler, seconded by Arians, the board voted 6-0-1 to grant a 60-day unpaid medical leave to Ernie Sousa, commencing upon depletion of his sick/vacation days. Abbood abstained.

Motion by Mele, seconded by Sinning, the board voted 8-0 on a two-year contract for Director Kathie O’Dowd.

14. ADJOURNMENT – The meeting was adjourned at 7pm on a motion by Abbood, seconded by Arians. Vote was 8-0.