

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

2014 Minutes – September 10, 2014 5:00pm

1) President Linda Missonellie called the September 10, 2014 meeting to order at 5:06pm.

2) **Roll Call**

The following trustees were present:

	Present	Absent
Sharon Abbood (3/2017)	X(arrived 5:15pm)	
E. Vicki Arians (12/2014)		x
Theresa DiGeronimo, Superintendent's Alternate	x	
Richard Goldberg, Mayor (n/a)		x
Jean Mele (12/2017)		x
Joseph Metzler (12/2016)	x	
Linda Missonellie, President (12/2019)	x	
Dr. Jill Mortimer, Superintendent of Schools		x
Terry Segro (12/2017)	x	
Garry Sinning, Mayor's Alternate	x	
Dr. Richard A. Spirito, Vice-President (12/2015)		x
Monica Smith, Director (n/a)	x	

3) **Approval of Minutes**

a) The September 10, 2014 minutes were approved 5-0 on a motion by Joe Metzler and seconded by Terry Segro.

4) **Communications – N/A**

5) **Financial Reports/Bill List**

a) **BILL LIST** – The monthly bill list was approved 5-0 on a motion by Terry Segro and seconded by Joe Metzler

6) **Director's Report/Committee Reports:**

**Buildings and Grounds**

- a) Break in sprinkler line was fixed by Gary Tamburro.
- b) Gutters on the side of the library need to be cleaned out
- c) The electrician is working on the sign. Due to electrical setbacks, he has now continued work in progress.

**Negotiations** - A second meeting with the IUJAT (Supervisors Union) is scheduled for September 18<sup>th</sup>.

### Community Public Relations & Outreach

- a) The Friends raised \$1300.00 from the Bag of Book Sales.
- b) The Friends have received their State Gaming License
- c) The 100 year celebration will be held at the Bottagra serving a Breakfast/Brunch on October 9<sup>th</sup>.
- d) The Art Show is scheduled for September 20<sup>th</sup>.
- e) Hawthorne Day needs volunteers. Due to lack of response, Monica Smith recommended using flex time for employees who help work this event.
- f) Joanne Graziano, President of Friends of the Library, has requested that in conjunction with the Farmers Market a Lenape Indian Program is scheduled for October 5<sup>th</sup>, Sunday, 1-2pm. If it rains, the program could move inside. It was left up to the director to handle employee coverage for use of the meeting room.

### Personnel/Professional Development

- a) The board approved a motion (6-0) by Joe Metzler seconded by Gary Sinning for the promotion of Kevin Cosenza to Technical Services Assistant (\$9.25 / 40 hours per pp).
- b) The board approved the promotion of the following staff member on a 6-0 motion by Terry Segro seconded by Gary Sinning Dolores Molinaro to Senior Circulation Assistant (\$23,660 / full time)
- c) The board approved the resignation of the following staff member on a 6-0 motion. The motion was made by Theresa DiGeronimo seconded by Gary Sinning.
  1. Resignation of Technical Services Assistant Aimee Ellerbrook. She will be retained as Circulation Assistant (\$9.69 / 7 hr. day) every other Saturday effective September 20<sup>th</sup>.
- d) Cosenza's position Page will be filled as soon as possible
- e) Performance evaluations of staff are underway.

### Circulation

- a) BCCLS statistics page has not yet been updated for August's monthly circulation numbers

7) **ROOM APPLICATIONS** – Justin De Feo presented an application to hold a basketball clinic for which he plans to charge a fee. The application was not approved because it was missing proof of insurance and because fee-based programs are not allowed.

8) **Old Business** – N/A

9) **New Business**

- a) Changing of the light sensors needs to be taken care of due to darkness.

10) **CONTINUING EDUCATION PROGRAM**

- a) Monica Smith showed a video Run-Hide-Fight for continuing education of the Board Members. The video was discussed noting that a revamp of fire and safety in 2015 is needed. Also a discussion with police chief and security, and remote access to police station was warranted. Name tags for staff were presented with various options.

11) **ADJOURNMENT**

- a) The meeting was adjourned at 6:30 pm on a 6-0 motion by Theresa DiGeronimo seconded by Sharon Abbood.

*Minutes respectively submitted by Lee Ann Ryerson*