

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

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| Agenda – February 11, 2015 – 5:00 P.M. |
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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: The board recited the pledge of allegiance at: 5:05pm

ROLL CALL:

| ROLL CALL: | TERM | PRESENT | ABSENT | Time of arrival after meeting has been called to order. |
|------------------------------------------|---------|---------|--------|---------------------------------------------------------|
| Sharon Abbood | 03/2017 | x | | |
| E. Vicki Arians | 12/2019 | x | | 5:20 pm |
| 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 | |
| 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: January 14, 2015 – Regular Public Meeting

- **Vote #2015-V006: The Minutes for January 14, 2015 were approved on a 7-0 motion by Linda Missonellie, seconded by Mayor Goldberg.**

Library Board Roll Call Vote

| | Sharon Abbood | Vicki Arians | Mayor Goldberg | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|---------|------------------|-----------------|-------------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | x | | x | x | x | x | | x | x |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | x | | | | | x | | |

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

- Jayne Ace-Bosgra, president of the Friends of the Library, apologized on behalf of the Friends for delaying the Adopt-a-Magazine program, but assured the board that it is now back in action. She reminded the board that nearly 20 magazines are still up for adoption. Ms. Ace Bosgra also praised the continual improvement of the digital sign postings and confirmed that the friends plan on providing the appropriate software to provide remote access.

COMMUNICATIONS

Monica A. Smith, Director

- BCCLS announced the hiring of Marie Coughlin as their new Executive Director. Ms. Coughlin comes to BCCLS from the NYPL system.
- A letter was received by Jeff Missonellie, a local resident, inquiring about the appropriateness of patrons using the library to conduct public business. The board stated that nothing prohibits the public from conducting business at the library just as long as they do not occupy the community meeting rooms, which require fees and insurance for rental. Mayor Goldberg asked if minutes from past meetings could be reviewed in order to verify how the board dealt with similar issues in the past.

BOARD ADMINISTRATION

- Vicki Arians was officially sworn-in as a continuing board member by Mayor Rich Goldberg. Ms. Arians term is set to expire on 12/2019.

FINANCIAL REPORTS/BILL LIST

Jean Mele, Committee Chairperson

- **Vote #2015-V007: The Bill List (January 15, 2015 to February 11, 2015) was approved on 7-0 motion by Jean Mele, seconded by Mayor Goldberg. Linda Missonellie abstained on the vote for payment to the Hawthorne Press.**

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Library Board Roll Call Vote

| | Sharon Abbood | Vicki Arians | Mayor Goldberg | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|--------|------------------|-----------------|-------------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | x | x | x | x | x | | | x | x |
| Nay | | | | | | | | | |
| Abstai | | | | | | x | | | |
| Absent | | | | | | | x | | |

BUILDINGS AND GROUNDS Joseph Metzler, Committee Chairperson

- On Saturday, 1/31, it was reported that certain lights in the Children’s room would not turn off. The DPW is working to fix the situation.
- On 2/12, members of the Buildings and Grounds committee met with contractors from the Paino Roofing Company to discuss logistics, parking availability and storage for the upcoming roof repair.
- It was brought to the board attentions that the holiday decorations in front of the children’s entrance still need to be removed.

TECHNOLOGY Richard A. Spirito, Jr., Committee Chairperson

- Monica Smith informed the board that the electronic sign will soon have its own dedicated computer and other staff members will have the ability to program and schedule the scrolling messages. PSESC is expected to install the necessary software on Friday, 2/26.
- On 2/5, Monica Smith attended the BCCLS Technology Committee Meeting, which focused on tracking Wi-Fi usage, using Google sites, and the possibility of using credit cards to pay fines.

POLICY Vicki Arians, Committee Chairperson

- **Vote #2015-V008: The Board voted against joining the Pals-Plus Consortium on an 8-0 motion by Mayor Goldberg, seconded by Jean Mele.**

Library Board Roll Call Vote

| | Sharon Abbood | Vicki Arians | Mayor Goldberg | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|---------|------------------|-----------------|-------------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | x | x | x | x | x | x | | x | x |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | x | | |

COMMUNITY PUBLIC RELATIONS: N/A Jean Mele, Committee Chairperson

PERSONNEL Linda Missonellie, Committee Chairperson

- **Vote #3015-V009 – The board approved the hiring of the following employees on an 8-0 motion by Linda Missonellie, seconded by Richard Spirito.**
 - *Alexandra Bickel, Adult Services Librarian, 70 hours/PP, \$45,000/year, starting 3/2/2015*
 - *Sandra Hall, Adult Services Librarian, 24 hours/PP, \$17.25/hour, starting 2/9/2015*
 - *Karen Alberque, Circulation Assistant – Adult, 34 hours/pp, \$8.50/hour, starting 2/9/2015*

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- *Rosa Pangolinin, Circulation Assistant – Children’s, 34 hours/pp, \$8.50/hour, starting 2/9/2015*

Library Board Roll Call Vote

| | Sharon Abbood | Vicki Arians | Mayor Goldberg | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|---------|------------------|-----------------|-------------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | x | x | x | x | x | x | | x | x |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | x | | |

PROFESSIONAL DEVELOPMENT

Monica A. Smith, Director

- Eight staff members will be attending the NJLA conference in Long Branch, NJ from 4/20 to 4/22. Monica Smith informed the board that every measure will be taken to ensure cost effectiveness and that the library is properly staffed during this time.

NOMINATING: N/A

Sharon Abbood, Committee Chairperson

NEGOTIATIONS

Linda Missonellie Committee Chairperson

- Eric Maurer, borough administrator, has spoken with union officials regarding the ongoing discussions about the pending supervisor’s contract.

MEETING ROOM APPLICATIONS: N/A

PUBLIC BE HEARD: N/A

MOTION TO GO INTO PRIVATE SESSION:

- At 6:10 pm, on a motion by Vicki Arians, seconded by Garry Sinning, the board voted 8-0 to go into executive session to discuss the director's evaluation. A draft copy was distributed by Dr. Spirito and board members made comments for the final draft.

Library Board Roll Call Vote:

| | Sharon Abbood | Vicki Arians | Garry Sinning | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|---------|------------------|-----------------|------------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | x | x | x | x | x | x | | x | x |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | x | | |

PRIVATE SESSION:

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MOTION TO EXIT FROM PRIVATE SESSION:

- The board reconvened in public at 6:25 pm on a 8-0 vote, moved by Rick Spirito, seconded by Garry Sinning.

Library Board Roll Call Vote:

| | Sharon Abbood | Vicki Arians | Gary Sinning | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|---------|------------------|-----------------|-----------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | X | X | X | X | X | x | | x | x |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | X | | |

MOTION TO ADJOURN:

- The meeting was adjourned at 6:26 pm on a 7-0 vote, voted by Rick Spirito, seconded by Sinning.

Library Board Roll Call:

| | Sharon Abbood | Vicki Arians | Mayor Goldberg | Jean Mele | Joe Metzler | Linda Missonellie | Terry Segro | Richard Spirito | Dr. Spirito |
|---------|------------------|-----------------|-------------------|--------------|----------------|----------------------|----------------|--------------------|----------------|
| Motion | | | | | | | | | |
| Aye | x | x | x | x | x | x | | x | x |
| Nay | | | | | | | | | |
| Abstain | | | | | | | | | |
| Absent | | | | | | | X | | |

Respectfully submitted, Linda Missonellie

Next Regular Meeting – Wednesday, March 11, 2015 at 5:00 P.M.