

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

Minutes – August 19, 2015 – 5:00 P.M.

MEETING CALLED TO ORDER:

Time: 5:03 pm

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: 5:03 pm

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Sharon Abbood	03/2017	✓		
E. Vicki Arians	12/2019	✓		
Richard Goldberg, Mayor	N/A	✓		
Jean Mele	12/2017		✓	
Joseph Metzler	12/2016	✓		
Linda Missonellie, Vice President	12/2018	✓		
Terry Segro	12/2017	✓		
Gary Sinning, Mayor's Alternate	12/2017	✓		
Richard A. Spirito, Jr. Supt. of Schools	N/A	✓		5:07 pm
Dr. Richard A. Spirito, President	12/2015	✓		
Monica Smith, Director	N/A	✓		

Also Present: Mauro Magarelli, Recording Secretary ✓

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APPROVAL OF THE MINUTES FOR: July 8, 2015 – Regular Public Meeting

- **Vote #2015-V023: The minutes for the June 10, Regular Public Meeting, were approved on a 7-0 motion by Linda Missonellie, seconded by Mayor Goldberg.**

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	✓	✓	✓		✓	✓	✓		✓
Nay									
Abstain									
Absent								✓	

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

COMMUNICATIONS

Monica A. Smith, Director

- The library received a \$250 donation from Trout Unlimited, East Jersey Chapter.
- A notice of debt collection was erroneously received from, “Financial Asset Management Systems” regarding payment for a fire inspection. The notice was addressed to a Haworth zip code and is being further investigated by Gene DeAugustines, Fire Marshall, HPD.

FINANCIAL REPORTS/BILL LIST

Jean Mele, Committee Chairperson

7/29 – A Draft of the 2014 Audit was received from Suplee, Clooney & Company and forwarded to the Finance Committee for review. The audit contained no recommendations, but the board would like to clarify with the auditors that payment for sick time is no longer valid under the new contract agreement.

- **Vote #2015-V024: The Bill List (July 9, 2015 to August 19, 2015, inclusive) was approved on an 8-0 motion by Mayor Goldberg, seconded by Terry Segro.**

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			1				2		
Aye	✓	✓	✓		✓	✓	✓	✓	✓
Nay									
Abstain									
Absent				✓					

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BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

- 7/31 - Reiner repaired 2 blown fuses, and replaced a battery in one of the thermostats.
- 8/3 “Cool Fail” message appeared on the thermostat for Unit 2. According to Reiner, two compressors need to be replaced. The director will look into getting 3 quotes to repair the compressors from separate vendors as per the bid process.
- 8/11 – A roof leak in the in the Circulation Office was discovered. Boswell Engineering examined the problem (on 8/18) and will determine whether the leak was caused by a misdirected pipe drain or if the roof itself is faulty.
- A dividend check for \$15.95 from the Soda Machine (for purchases made since June 2015) was received.

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

- A new printer Children’s Circulation Desk was purchased to replace a broken unit.
- 8/19 – A new firewall security system was installed by PCESC on the (non-BCCLS) computer network to temporarily fix the server allocated to 12 staff computers.
- PCESC continues to wait on equipment delivery in order to begin the installation of the new Meraki Wireless system.

POLICY

Vicki Arians, Committee Chairperson

- 8/12 – A new signed lending agreement with Prospect Park was received by the library.

COMMUNITY PUBLIC RELATIONS: N/A

Jean Mele, Committee Chairperson

PERSONNEL

Linda Missonellie, Committee Chairperson

- **Vote #2015-V025: The board approved the hiring of Vladislav Veehoff as Children’s Services Page, retroactively to July 27, 2015 at \$8.38 / hour, 32 hours per pay period on an 8-0 motion by Mayor Goldberg, seconded by Linda Missonellie.**

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			1			2			
Aye	✓	✓	✓		✓	✓	✓	✓	✓
Nay									
Abstain									
Absent									

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- **Vote #2015-V026: The board approved the resignation of Veronica Ditko effective August 28, 2015 (last day) on a 7-0 motion by Joe Metzler, seconded by Terry Segro. Linda Missonellie abstained from the vote.**

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					1		2		
Aye	✓	✓	✓		✓		✓	✓	✓
Nay									
Abstain						✓			
Absent									

- The candidate to whom we were going to offer the position of IT Librarian withdrew from consideration. We plan on re-opening the search at a later date.

PROFESSIONAL DEVELOPMENT

Monica A. Smith, Director

- 8/4 – Monica S. attended the BCCLS Technology Committee Meeting
- Monica S. was asked by BCCLS to be part of the reciprocity committee because of Hawthorne’s proximity to non-BCCLS libraries.

NOMINATING: N/A

Sharon Abbood, Committee Chairperson

NEGOTIATIONS: N/A

Linda Missonellie Committee Chairperson

MEETING ROOM APPLICATIONS

- The board put a hold on a request received from SooJin, Korean language tutoring, for Community Room C. The board requested further information regarding how many students are Hawthorne residents and whether the tutoring is open to the general public. The board also required that Room C remain open for patrons who wish to browse the book sale.
- The board approved the use of Room B on 10/1/2015 by Dana Hampson for additional Girl Scout Recruitment. The added date will be included within their current room agreement.
- The board put a hold on a room request by Fallizia Ahmend, Almadiyya Movement in Islam until they received more information on the nature of the program.

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OLD BUSINESS

- Monica S. asked the board to consider a policy regarding how paid groups advertise on the Electronic sign. The Board suggested that the sign only advertise specific paid events one day before, and on the day of the event.
- Monica S. reminded the board that they need to complete 7 hours (collectively) of professional development in order to satisfy their continuing education requirement.
- Hockenberry Landscaping has agreed to install any future commemorative pavers provided by the Foundation.

NEW BUSINESS

- The borough's 9/11 memorial service will feature Bernie Kerik, former NYPD Commissioner.
- The Ruth MacDonald estate, in which the library is a bequeathed recipient, is set to close on Sept. 1.

MOTION TO GO INTO PRIVATE SESSION: At 6:10pm, the board voted to go into private session on an 8-0 motion by Linda Missonellie, seconded by Vicki Arians.

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	✓	✓		✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent									

MOTION TO EXIT FROM PRIVATE SESSION: At 6:40pm, the board voted to reconvene into public session on an 8-0 motion by Joe Metzler, seconded by Vicki Arians.

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	✓	✓		✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent									

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MOTION TO ADJOURN: At 6:41pm, the board meeting was adjourned on an 8-0 motion by Joe Metzler, seconded by Sharon Abbood.

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	✓	✓		✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent									

Next Regular Meeting – Wednesday, September 9, 2015 at 5:00 P.M.