

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

Agenda – April 13, 2016 – 5:00 P.M.

MEETING CALLED TO ORDER:

Time: 5:02 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, 2016.

FLAG SALUTE: 5:04

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	✓		5:21 pm
Theresa DiGeronimo, Supt. Alternate	N/A		✓	
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	✓		
Dr. Richard A. Spirito, President	12/2015	✓		
Monica Smith, Director	N/A	✓		
<i>Mauro Magarelli, Recording Secretary</i>	N/A	✓		

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APPROVAL OF THE MINUTES FOR: March 9, 2016 – Regular Public Meeting

- **Vote #2016-V013: The minutes for the March 9, 2016– Regular Public Meeting and the acceptance of bid minutes from April 5, 2016 for the Library Air Handling Unit Replacement were approved on a 7-0 motion by Jean Mele, seconded by Linda Missonellie.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>
Motion				1		2			
Aye			✓	✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent	✓	✓							

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

COMMUNICATIONS: N/A

Monica A. Smith, Director

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

- **Resolution #2016-R005: Award of contract to replace 2 HVAC units**

BE IT RESOLVED: That the Louis Bay 2nd Library approves the awarding of a contract to Reiner Group Inc., of Fair Lawn, NJ for the replacement of 2 HVAC units at the cost of \$37,175 to be paid from the Capital Reserve account on a 7-0 motion by Jean Mele, seconded by Joe Metzler. The Reiner Group was also recommended by Michael J. Pasquale, Borough Attorney. The award letter will be faxed to Reiner Group as well as to Boswell Engineering.

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>
Motion				1	2				
Aye			✓	✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent	✓	✓							

- Monica S. will research new display apparatuses for the Art Gallery since the current set-up is more than 20 years old.
- Monica G. has emailed several companies in order to acquire quotes for painting the community rooms.

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FINANCIAL REPORTS/BILL LIST

Jean Mele, Committee Chairperson

- **Vote #2016-V014: the bill list (March 10, 2016 to April 13, 2016, inclusive) was approved on an 8-0 motion by Mayor Goldberg, seconded by Jean Mele. The paid amount for Extel Communication (Line Number 1135) was amended from \$6,082.00 to \$6378.00. Linda Missonellie abstained on Line Number 7080 for payment to the Hawthorne Press.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>
Motion			1	2					
Aye		✓	✓	✓	✓	✓	✓	✓	✓
Nay									
Abstain						✓(Line #7080)			
Absent	✓								

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

- On 4/12, the new phone system installation was completed. The old phones will be included in the next borough auction; if they don't sell, they will be put out for recycling.

POLICY: N/A

Vicki Arians, Committee Chairperson

COMMUNITY PUBLIC RELATIONS

Jean Mele, Committee Chairperson

- The Hawthorne Library Foundation reviewed 94 scholarship applications and awarded 3 scholarships in the amount of \$500 apiece.
- Joe Metzler, installed the commemorative brick for Girl Scout Troop 152 in the hallway.
- The Board has requested that a book be purchased in the memory of Werner Diebold who passed away last month. Mr. Diebold was the father of Marilyn Rees, Head of Circulation. Funds for the book purchase will be taken from the philanthropic account.

PERSONNEL

Linda Missonellie, Committee Chairperson

- **Vote #2016-V015: The board accepted the hiring of Karen Alberque (currently Circulation Assistant – Children's Department) as School Liaison for 25 hours/PP at \$14.00/hr., on an 8-0 motion by Linda Missonellie, seconded by Mayor Goldberg. Effective on April 18, 2016.**

Library Board Roll Call Vote

	<u>Sharon Abbood</u>	<u>Vicki Arians</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Dr. Spirito</u>
Motion			2			1			
Aye		✓	✓	✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent	✓								

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PROFESSIONAL DEVELOPMENT

Monica A. Smith,

- On 3/11, the library held an all staff meeting to discuss the status of ongoing projects, e.g. phones, HVAC, YA room staffing.
- Two staff members are planning to attend the NJLA conference in Atlantic City on May 17 and/or 18.

NOMINATING: N/A

Sharon Abbood, Committee Chairperson

NEGOTIATIONS

Linda Missonellie Committee Chairperson

4/7 – Eric Mauer borough administrator, and members of the negotiation committee will address questions that the union rep had regarding some of the language in the contract.

MEETING ROOM APPLICATIONS: N/A

OLD BUSINESS: N/A

NEW BUSINESS: N/A

PUBLIC BE HEARD: N/A

MOTION TO ADJOURN: The meeting was adjourned at 5:57pm 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 /Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Linda Missonellie</u>	<u>Terry Segro</u>	<u>Richard Spirito /DiGeronimo</u>	<u>Dr. Spirito</u>
Motion		2			1				
Aye		✓	✓	✓	✓	✓	✓	✓	✓
Nay									
Abstain									
Absent	✓								

Next Regular Meeting – Wednesday, May 11, 2016 at 5:00 P.M.