

Louis Bay 2nd Public Library

Board of Trustees Regular Monthly Meeting

Minutes – June 12, 2019

MEETING CALLED TO ORDER:

Time: __4:31 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 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, 2019.

FLAG SALUTE:

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Theresa DiGeronimo, Supt. Alternate	N/A	X		
Lori Garrison	12/2022	X		
Richard Goldberg, Mayor	N/A	X		
Jean Mele	12/2022	X		
Joseph Metzler	12/2021	X		
Diana Connolly	12/2023	X		
Gary Sinning, Mayor's Alternate	12/2019		X	
Darryl Siss	12/2019		X	
Richard A. Spirito, Jr. Supt. of Schools	N/A		X	
Dr. Richard A. Spirito, President	12/2020	X		
Evan Toth	12/2022	X		
Monica A. Smith, Director	N/A	X		
Gina Gerard Recording Secretary	N/A	X		
Mary Ellen Puzen Business Manager	N/A	X		

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APPROVAL OF THE MINUTES FOR: May 8, 2019– Regular Public Meeting

• Vote #2019-V018: Approving the Minutes for 08-May-2019– Regular Public Meeting.

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion		2nd			1st				
Aye	X	X	X		X			X	X
Nay									
Abstain				X			X		
Absent						X			

PUBLIC BE HEARD – AGENDA ITEMS ONLY: Amy- Agenda Distribution – requested to get it sooner. It was agreed upon.

FINANCIAL REPORTS/BILL LIST

Richard Goldberg, Committee Chairperson

• Vote #2019-V019: Approving the Bill List for 09-May-2019 through 12-Jun-2019 , inclusive.

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion				1st				2nd	
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

- Auditors began on Tuesday, June 10, 2019. They will come back Monday Sept. 9, 2019.

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

- The library had another squirrel issue. They chewed a hole in the roof area and came in to the children’s Story time & bathroom area. Harry Gordon is working on patching the hole. Tyco Animal control removed one squirrel and Acorn set traps and caught another one.
- Lighting is still an issue both inside and outside of the library. It was agreed that 3 licensed electricians should be called and estimates/proposals provided for all work listed. This included adding LED lights.
- A proposal was received by Lime to replace the lights inside and outside the library & HVAC.
- Otis Elevator and the State of NJ came and approved the elevator repair. It is now working properly.

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- Alarms were going off because of water pressure. Hawthorne Fire Department came and fixed the alarm issue.
- Mary Ellen called 5 companies about installing a curtain at the community center entrance. 3 called back and said that they do not install them and 2 she is still waiting on call backs.
- Carbon monoxide detectors- Gene, the Hawthorne Fire Marshall, placed a work order 3 weeks ago for the DPW to install carbon monoxide detectors.

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

no report

POLICY

Darryl Siss, Committee Chairperson

The Library will no longer offer Notary Services. Staff has been instructed on how to access the calendar for scheduled outreach services offered by Passaic County to answer patrons' questions. Additionally, they will provide the telephone number for the Borough Clerk to inquire about the availability of notary services at the Borough Hall.

PERSONNEL

Joseph Metzler, Committee Chairperson

no report

COMMUNICATIONS

Monica A. Smith, Director

The Board received a thank you note from Claire Olivier

Received and email from the current president of the Demarest Library Trustees, asking about our experience working with Library Development Solutions.

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

no report

NOMINATING

Richard Goldberg, Committee Chairperson

no report

NEGOTIATIONS

Jean Mele, Committee Chairperson

The Negotiations Committee met with the shop steward, union committee, and the union representative on 11-Jun.

MEETING ROOM APPLICATIONS

none

PROFESSIONAL DEVELOPMENT

Monica Smith is to attend the NJLTA sponsored workshop on Saturday, 15-Jun in Piscataway. Topics to be covered:

- Roles and Responsibilities of Trustees
- Trustees Uncensored (an opportunity to ask your questions!)
- Library and Local Government Law with Michael A. Cerone

OLD BUSINESS

BCCLS intra-delivery system begins for us on Monday, 10-Jun. We are the first stop on Route 2.

NEW BUSINESS

Merger of Atlantic Stewardship with Columbia Bank: <https://www.northjersey.com/story/news/bergen/fair-lawn/2019/06/07/bergen-county-bank-merges-another/1383128001/>

What will this mean for our accounts, if anything?

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- Columbia Bank bought out Atlantic Stewardship Bank. The “new” bank will continue with the name Columbia Bank.
 - Questions/concerns: where and what do we do with the current accounts? CD’s are soon to mature and there are accounts currently at both banks. If the CD’s are rolled over, it was agreed upon that they should be not “locked in” for more than 2 years.
 - It was suggested and agreed that further research needs to be done as to interest rates and a possibility of searching for another bank if options/rates may be better elsewhere.
 - It was also suggested that a financial advisor that is collectively agreed upon sit down and see where and what could be done in the best interests of the library.

FRIENDS OF THE LIBRARY

President Jayne Ace Bogra is stepping down as President. Toni Corsini is stepping up from Vice President to Acting President to fill out the term until the Executive Committee meets in August to nominate officers for the September meeting.

The books for the pool will be brought down as soon as the pool is open full time.

PUBLIC BE HEARD: None

MOTION TO GO INTO PRIVATE SESSION: 5:25pm

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion					1st			2nd	
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

PRIVATE SESSION: Matters of Personnel

MOTION TO EXIT FROM PRIVATE SESSION: 5:35 pm

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion				2nd	1st				
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

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MOTION TO ADJOURN:5:36 PM

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg / Sinning</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / DiGeronimo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion				2nd	1st				
Aye	X	X	X	X	X	X		X	X
Nay									
Abstain									
Absent							X		

Next Regular Meeting – Wednesday, 10-Jul-2019 at 4:30 P.M.

Summary of Resolutions and Votes

- **Vote #2019-V018: Approving the Minutes for 08-May-2019– Regular Public Meeting.** 2
- **Vote #2019-V019: Approving the Bill List for 09-May-2019 through 12-Jun-2019 , inclusive.** 2