

Louis Bay 2nd Public Library

Board of Trustees Regular Monthly Meeting

Minutes – March 11, 2020

MEETING CALLED TO ORDER:

Time: ___ 4:32 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 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, 2020.

FLAG SALUTE:

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Theresa DiGeronimo, Superintendent's 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		
Michael Sciarra Mayor's Alternate	N/A	x		
Darryl Siss	12/2024	x		
Richard A. Spirito, Jr. Superintendent 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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• Vote #2020-V010: Approving the Minutes for 12-Feb-2020– Regular Public Meeting.

Library Board Roll Call Vote

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

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

FINANCIAL REPORTS/BILL LIST

Richard Goldberg, Committee Chairperson

- Because a bill was being paid to the state of NJ, a question was asked if whether the elevator passed inspection. The answer was yes.
- Another question had to do with Open Systems Integrators Inc. This bill is for the camera security upgrades to Windows 10.

• Vote #2020-V011: Approving the Bill List for 13-Feb-2020 through 11-Mar-2020 , inclusive.

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg</u> / <u>Michael Sciarra</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito</u> / <u>Theresa 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		

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

Separate Report

- Update on Cleaning the Fan Blades in Children’s- Taylor Rental will charge \$125.00 for the delivery & pick up plus \$175.00 a day for the rental of a lift. Heits will clean the fans at \$200.00 a day for a minimum of 1 day. There was a question as to what constitutes a day as per Taylor Rental (i.e. 8 hours or 24 hours). Monica will confirm and get back to the board.

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TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

BCCLS replacement PC project completed. Staff replacement PC projected to be completed with final two units after the board meeting.

- Update- 5 out of 7 PC's for staff have been replaced. Tamer will do the remaining last two asap. Monica stated that all old PC's are owned by the library and will be kept as backup. BCCLS came and replaced computers and upgraded software. The older computers will be donated to Theresa at the High School for the teens for their Maker Space.

POLICY

Darryl Siss, Committee Chairperson

In anticipation of accepting tuition paying students to the high school, the existing Registration Policy was reviewed. Providing that they are not a resident of another BCCLS member community, they will be eligible for a Courtesy Card under the current existing policy (enclosed) in packet).

- Update-Monica explained in further detail so all board members understood the policy.

The 2019 ACCURACY CERTIFICATION FY21 for Library State Aid needs to be signed by the Board President.

- Update- Board President signed the 2019 ACCURACY CERTIFICATION FY21.

PERSONNEL

Joseph Metzler, Committee Chairperson

The Personnel Committee met prior to the board meeting to discuss filling the vacant Librarian positions.

- Update- a position was agreed upon combining two part-time positions into one for Adult Services/Technology.

COMMUNICATIONS

Monica A. Smith, Director

none

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

none

NOMINATING

Richard Goldberg, Committee Chairperson

none

NEGOTIATIONS

Jean Mele, Committee Chairperson

The UPSEU contract was not ratified by the membership. The Negotiations Committee met on 3/10 to discuss the next steps in the process.

- Update- Dr. Spirito will update the Board once he hears back from the Union.

MEETING ROOM APPLICATIONS

none

PROFESSIONAL DEVELOPMENT

Regional Listening Meetings for Trustees – one is scheduled at Hawthorne on 3/12. Jean Mele and Diana Connelly have expressed interest; this counts for one hour of continuing education per attendee.

- Update- With the spread of the Corona Virus all meetings have been postponed till further notice.

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OLD BUSINESS

none

NEW BUSINESS

none

FRIENDS OF THE LIBRARY

The Friends met on 3/10.

- Update- The Friends of the Library decided to provide \$500.00 to the Library for replacement of high circulating DVD's.

PUBLIC BE HEARD:

- A question was put forth- will the library be closed if the schools are closed down due to Corona Virus?

Dr. Spirito suggested that Monica should contact Scott Chamberlain or the Superintendent of schools to get details. This led to the discussion about possibly ordering a particular sprayer. Evan said that the school where he works, Microban charges \$743 for a hand-held sprayer plus tablets at \$38.39.

Mike suggested "EVA" electromagnetic sprayer- \$700.00 plus tablets.

- Resolution #2020-R03 To approve the purchase of an electromagnetic sprayer from available vendor, not exceed \$1000.00 and for money to come out of Capital Reserve.**

	<u>Diana Connelly</u>	<u>Lori Garrison</u>	<u>Mayor Goldberg</u> / <u>Michael Sciarra</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito</u> / <u>Theresa DiGeronimo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion			1st	1st					
Aye	x	x	x	x	x	x		x	x
Nay									
Abstain									
Absent							x		

MOTION TO ADJOURN: 5:30pm

Library Board Roll Call Vote

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

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Absent								x		
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Next Regular Meeting – Wednesday 8-Apr-20 at 4:30 P.M.

Summary of Resolutions and Votes

- Vote #2020-V010: Approving the Minutes for 12-Feb-2020– Regular Public Meeting. 2
- Vote #2020-V011: Approving the Bill List for 13-Feb-2020 through 11-Mar-2020 , inclusive. 2
- Resolution #2020-R03 To approve the purchase of an electromagnetic sprayer from available vendor, not exceed \$1000.00 and for money to come out of Capital Reserve. 4