

Louis Bay 2<sup>nd</sup> Public Library  
Board of Trustees Regular Monthly Meeting

**Meeting Minutes – August 12, 2020**

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 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-V019: Approving the Minutes for 08-Jul-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			1st		2nd				
Aye	x		x	x	x	x		x	
Nay									
Abstain									
Absent		x					x		x

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

**FINANCIAL REPORTS/BILL LIST**

**Richard Goldberg, Committee Chairperson**

**• Vote #2020-V020: Approving the Bill List for 09-Jul-2020 through 12-Aug-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	
Nay									
Abstain									
Absent		x					x		x

**BUILDINGS AND GROUNDS**

**Joseph Metzler, Committee Chairperson**

Separate report

- Paino Roofing came and fixed the leak in the main part of the library. As per Joe M. there should be no bill for this.
- As per Monica, there is enough Covid-19 PPE available for the library to open the following Monday to the public. Hours will be on a limited basis until further notice. The Mayor agreed to open. Currently the public will have access M-Thu from 11:00 am -7:00 pm, Fri – from 11:00 am -5:30 pm. Curbside pickup will continue for one more week. Notices will go out via Nixle, Facebook, Instagram, pamphlets, constant contact and on the library voice message. All current CDC guidelines will be observed as the library re-opens.

# Louis Bay 2<sup>nd</sup> Public Library

## Board of Trustees Regular Monthly Meeting

**TECHNOLOGY**

**Richard A. Spirito, Jr., Committee Chairperson**

- A power outage (12:30 pm) happened on a Tuesday afternoon during a bad storm. There were a few hiccups with the server and the security cameras after the storm, but they were easily fixed.

**POLICY- None**

**Darryl Siss, Committee Chairperson**

**PERSONNEL**

**Joseph Metzler, Committee Chairperson**

- **Vote #2020-V018: Accept the retirement of Debbie Meagher, Library Associate, effective 01-Sep-2020 (carryover from Meeting 08-July-2020)**

- *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	
Nay									
Abstain									
Absent		x					x		x

To fill the opening left by her resignation, the job is posted as:

Title: Librarian  
 Department: Children's Services  
 Role: Children's Services / Programming

The 10-calendar day internal posting requirement ends 15-Aug-2020

**COMMUNICATIONS**

**Monica A. Smith, Director**

none

**COMMUNITY PUBLIC RELATIONS**

**Evan Toth, Committee Chairperson**

No report

**NOMINATING**

**Richard Goldberg, Committee Chairperson**

No report

**NEGOTIATIONS**

**Jean Mele, Committee Chairperson**

No report

**MEETING ROOM APPLICATIONS**

None

**PROFESSIONAL DEVELOPMENT**

Monica was accepted to Rutgers for Labor & Employee Relations - Public Sector Certificate, a 4 class program to begin in the Fall.

# Louis Bay 2<sup>nd</sup> Public Library

## Board of Trustees Regular Monthly Meeting

**OLD BUSINESS**

- The movie license to show movies within the library will not be renewed and all Saturday movies will not be available for viewing to the public.
- Status of the Library Construction Grant has been postponed till Sept 1<sup>st</sup> due to Covid-19 delays.

**NEW BUSINESS- None**

**FRIENDS OF THE LIBRARY**

- Executive Committee Meeting was held 12-Aug-2020, 2:00pm. Toni is to send an e-mail to all members to see if they want the officers to be changed or do they want to keep everything as status quo for next year.

**PUBLIC BE HEARD: None**

**MOTION TO ADJOURN: 5:11 pm**

*Library Board Roll Call Vote*

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

**Next Regular Meeting – Wednesday 9-Sep-20 at 4:30 P.M.**

**Summary of Resolutions and Votes**

- **Vote #2020-V019: Approving the Minutes for 08-Jul-2020– Regular Public Meeting.** 2
- **Vote #2020-V020: Approving the Bill List for 09-Jul-2020 through 12-Aug-2020 , inclusive.** 2
- **Vote #2020-V018: Accept the retirement of Debbie Meagher, Library Associate, effective 01-Sep-2020 (carryover from Meeting 08-July-2020)** 3