

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

**Minutes – October 14, 2020**

MEETING CALLED TO ORDER:

Time: 4:30 \_\_\_\_\_

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	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-V026: Approving the Minutes for 09-Sep-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
Nay									
Abstain		X							
Absent						X	X	X	

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

**FINANCIAL REPORTS/BILL LIST**

**Richard Goldberg, Committee Chairperson**

**• Vote #2020-V027: Approving the Bill List for 10-Sep-2020 through 14-Oct-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			2nd	1st					
Aye	X	X	X	X	X				X
Nay									
Abstain									
Absent						X	X	X	

- **PSE&G Update-** PSE&G came to read the meter. A credit was provided in the amount of \$767.44 which will be applied to the next bill.
- **Allbrite Cleaning Service-** It was noted that the bill of \$252.25 was pro-rated for the month of May when the cleaning service only came for 4 days during the Covid-19 shut down.

**BUILDINGS AND GROUNDS**

**Joseph Metzler, Committee Chairperson**

Separate Report

- **Downes Tree Service** removed an oak tree by the parking lot entrance on Lafayette Avenue.
- **Bobby Van Plumbing-** will order new toilets to replace the older models that cannot use the touchless feature. (there are 3) Currently, the public bathrooms have been updated with touchless faucets and touchless flushing systems.
- **Paino-** Gutters have been reinstalled with gutter screens.

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

## Board of Trustees Regular Monthly Meeting

### TECHNOLOGY

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

- Tamer (network administrator) came in to discuss finishing installing the remainder of the new PCs and programs.

### POLICY

**Darryl Siss, Committee Chairperson**

No report

### PERSONNEL

**Joseph Metzler, Committee Chairperson**

- **Vote #2020-V028: Memorialize the resignation of Kayli Reyna, effective 30-Oct-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
Nay			X						
Abstain									
Absent						X	X	X	

- **Vote #2020-V029: Approved the hiring of Jane Spadacinni, Librarian – Adult Services, 70 hours/pp, \$45,900/year**

*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	

- Dr. Spirito provided an update in regards to posting a new job internally vs.to the outside public. Dr Spirito & Monica contacted Attorney Jim Prusinowski. According to Jim, the intent of the clause within the union contract was to have 10 days in house and then it could be posted to the public. However, Jim did say that it is ok to post a new position at the same time internally and externally.

### COMMUNICATIONS

**Monica A. Smith, Director**

No report

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## Board of Trustees Regular Monthly Meeting

**COMMUNITY PUBLIC RELATIONS**

**Evan Toth, Committee Chairperson**

No report

**NOMINATING**

**Richard Goldberg, Committee Chairperson**

No report

**NEGOTIATIONS**

**Jean Mele, Committee Chairperson**

21-Sep: Communication from UPSEU indicating that a Notice of Impasse has been filed with PERC to request a mediator.

- No mediator has been assigned as of October 2020.

**MEETING ROOM APPLICATIONS**

AARP/ United Health Care will be doing a seminar in Room B at no cost. Joe M. questioned whether or not they were selling insurance or are they just assisting the public with filling out forms. And if that is the case (selling something), they need to pay for the room. A representative from the library will sit in on Oct 26 to see what is the situation.

**PROFESSIONAL DEVELOPMENT**

None

**OLD BUSINESS**

Daily Door Totals – Summary and Chart

**NEW BUSINESS**

- New milkweed was planted outside the library. The issue is that the sprinkler system was shut down for the winter, therefore someone will have to water the new plantings.

**FRIENDS OF THE LIBRARY**

- The Friends of the Library will be honoring the library staff with an appreciation lunch on October 21,2020.
- Toni, the President of the Friends of the Library, came in to speak to the board with a proposal to host a book sale 2 x's a year in 2021. The board agreed that they could begin December 1, 2020 accepting donations from the public and have all the donations collected and stored in the library.

**PUBLIC BE HEARD:** None

**MOTION TO ADJOURN:** 5:32 pm

*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									

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Absent						X	X	X	
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**Next Regular Meeting – Tuesday 10-Nov-20 at 4:30 P.M.**

Summary of Resolutions and Votes

- **Vote #2020-V026: Approving the Minutes for 09-Sep-2020– Regular Public Meeting.** 2
- **Vote #2020-V027: Approving the Bill List for 10-Sep-2020 through 14-Oct-2020 , inclusive.** 2
- **Vote #2020-V028: Memorialize the resignation of Kayli Reyna, effective 30-Oct-2020** 3
- **Vote #2020-V029: Approved the hiring of Jane Spadacinni, Librarian – Adult Services, 70 hours/pp, \$45,900/year** 3