

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

Minutes – March 10, 2021

MEETING CALLED TO ORDER:

Time: 4:30 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, 2021.

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		
Cheryl Pasquale	12/2022		X	
Richard Goldberg Mayor	N/A	X		
Jean Mele Treasurer / Secretary	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	12/2025	X		
Evan Toth Vice President	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 #2021-V008: Approving the Minutes for 10-Feb-2021– Regular Public Meeting.**

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</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							

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

FINANCIAL REPORTS/BILL LIST

Richard Goldberg, Committee Chairperson

- **Vote #2021-V009: Approving the Bill List for 11-Feb-2021 through 10-Mar-2021 , inclusive.**

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</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							

- A question was asked about Allbrite Cleaning Services LLC- why was the check for 2 months. Monica addressed this by stating that the check went via the post office and that Allbrite claims they did not receive the check. Therefore, a combined check was sent. Mike had asked if the original check is still open and do we need to stop payment. Monica said that she would check into it. This led to another discussion about whether they can do an electronic payment/transfer from the bank. Mayor Goldberg said they would check to see if that is possible.

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

- Evacuated the building for 30 minutes on 2/22 due to the smell of gas. Best guess from the Fire Department is that a missing panel on Unit #4 interfered with the gas being properly vented to the outside when the unit kicked on. Contacted Reiner to inspect each unit on the roof and ensure all parts were secured. Reiner came and solved the problem.
- Joe Metzler was thanked by Monica for assisting with installing charging stations in the quiet study area. Patrons have expressed their gratitude.

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TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

NO REPORT

POLICY

Darryl Siss, Committee Chairperson

NO REPORT

PERSONNEL

Joseph Metzler, Committee Chairperson

- **Vote #2021-V010: Approve the contract between Mary Ellen Puzen, Business Manager, and the Louis Bay 2nd Public Library, January 1, 2021 through December 31, 2021.**

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</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							

- **Vote #2021-V006: Approve the contract between Monica A. Smith, Director, and the Louis Bay 2nd Public Library, January 1, 2021 through December 31, 2023. (tabled from previous meeting)**

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</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							

COMMUNICATIONS

Monica A. Smith, Director

none

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

none

NOMINATING

Richard Goldberg, Committee Chairperson

none

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NEGOTIATIONS

Jean Mele, Committee Chairperson

- A suggested Memorandum of Agreement was received for the supervisory union, IUJAT; however, this was prior to any negotiation meeting held or scheduled. Monica has not heard back from the union and is not certain who needs to take the next step. As per Jean, she will check with Eric Mauer when he is finished with the Municipal Budget.

MEETING ROOM APPLICATIONS

- Monica wanted to clarify the logistics for the best way to accommodate poll worker training and the 6/8 elections. It was concluded that library staff will remove quarantined items out of room A so training can take place in the evening. It was also determined that 2 voting machines and volunteers will be present, therefore the actual voting can take place on June 8 in Room B with social distancing protocols.

PROFESSIONAL DEVELOPMENT

OLD BUSINESS

Joe Metzler – Any follow up regarding the clarification of which flag in the lobby – ours or Borough Hall’s – is the one mentioned by Paul of Paul’s Motors in need of cleaning? Mayor Goldberg will reach out to Paul on Friday to clarify.

NEW BUSINESS

Complete the 2020 Accuracy Certification FY22 for the state report.

Video was viewed (8 minutes x 9 members= 72 minutes) – Short Takes for Trustees – Board Ethics

FRIENDS OF THE LIBRARY

none

PUBLIC BE HEARD: None

MOTION TO ADJOURN: 5:23 PM

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</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							

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Next Regular Meeting – Wednesday 14-Apr-21 at 4:30 P.M.

Summary of Resolutions and Votes

- Vote #2021-V008: Approving the Minutes for 10-Feb-2021– Regular Public Meeting. 2
- Vote #2021-V009: Approving the Bill List for 11-Feb-2021 through 10-Mar-2021 , inclusive. 2
- Vote #2021-V010: Approve the contract between Mary Ellen Puzen, Business Manager, and the Louis Bay 2nd Public Library, January 1, 2021 through December 31, 2021. 3
- Vote #2021-V006: Approve the contract between Monica A. Smith, Director, and the Louis Bay 2nd Public Library, January 1, 2021 through December 31, 2023. (tabled from previous meeting) 3