

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

Minutes – June 9, 2021

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, 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	4:40 pm
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	12/2020	X		
Evan Toth Vice President	12/2022	X		
Monica A. Smith Director	N/A	X		
Gina Gerard Recording Secretary	N/A	X		
OPEN Business Manager	N/A		X	

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

## Board of Trustees Regular Monthly Meeting

- **Vote #2021-V018: Approving the Minutes for 12-May-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
Nay									
Abstain							X		
Absent		X				X			

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

### FINANCIAL REPORTS/BILL LIST

**Richard Goldberg, Committee Chairperson**

- **Vote #2021-V019: Approving the Bill List for 13-May-2021 through 09-Jun-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
Nay									
Abstain		X							
Absent						X			

- There was a question about the Farm Chicks LLC bill- this is a children’s program that will be held outside on the library grounds with live farm animals.
- Monica clarified that Tulpehocken Spring Water bought out Belmar Spring Water therefore, on the bill list, you will notice the name change.
- Midwest Tape – Monica clarified that this vendor is where we purchase movies for both children & adults and music cd’s.

### BUILDINGS AND GROUNDS

**Joseph Metzler, Committee Chairperson**

The Green Team is looking to post anti-idling signs at the Library; see memo and pictures in the packet.

- A discussion happened at the town council meeting that 5 signs will be strategically placed on the library grounds. Currently, there is an ordinance in town.
- On average 3 minutes is the limit for idling a vehicle.

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- **Vote #2021-V0020: Approving the installation of anti-idling signs at the library.**

	<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			

**TECHNOLOGY**

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

Access point upgrade quote in the packet. Discuss plan to move ahead with this and the server replacement.

- Monica explained that access points were not optimally installed around the library in the past therefore, wireless internet connectivity is generally weak. As per Network Administrator Tamer Mamkej, this needs to be upgraded and will cost about \$2,000.00.

The server is also in need up an upgrade as the technology is old, is running out of space, and is not under warranty. The software package is from approximately 2012. The funds would be available from capital reserve- \$124,945.00 is currently available and the cost would be approximately \$8000.00.

- **Resolution #2021-R003: Approving the purchase of a new server & upgrading access points using capital reserve.**

	<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			

**POLICY**

**Darryl Siss, Committee Chairperson**

Rescind the interim policies established last year during phased Covid- 19 reopening plan with the exception of:

- Hand sanitizer stations
- Plexiglass shields
- Limited computer stations

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

## Board of Trustees Regular Monthly Meeting

The borough is still taking temperatures but will remove masks requirements unless not vaccinated. The library will eliminate the front table and allow the public to enter and exit through all access points. This can begin Monday, June 14, 2021.

- Trustees are entitled to a BCCLS email address, should they want to keep library related content separate from their personal or other work email. Trustees are to let Monica know and she will make it happen.

### PERSONNEL

**Joseph Metzler, Committee Chairperson**

- No candidates yet for the Business Manager position. Will post for the p/t Librarian and the Library Monitor positions, especially now that schools are expected to resume in-person learning for the fall.

### 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**

IUJAT negotiation meeting tentatively scheduled for the week of June 28,2021.

- It has been agreed upon that July 1<sup>st</sup> at 10 am, everyone involved is available for the in- person meeting at Boro hall.

### MEETING ROOM APPLICATIONS

None

- The library is still working out the logistics for the meeting rooms to go back to being usable. Currently Meeting room B is the only room available for a variety of activities that are beginning to come back. A and C will be worked out ASAP.
- The vaccination clinic in Room B had 19 registrants.

### PROFESSIONAL DEVELOPMENT

No report

### OLD BUSINESS

- Review our quarantine period for materials. The quarantine period has changed from 3 to 2 to 1 day.
- Book drop to remain open 24 hours a day, 7 days a week.

Grant money from the Borough for furniture; working with Laurie Foley.

- Colors to be chosen for furniture up in the balcony and will be finalized by tomorrow.

### NEW BUSINESS

None

### FRIENDS OF THE LIBRARY

- The Friends of the Library and George Schaver (president) had a group of volunteers go up to the loft and move up all donated books for a book sale. Joe Metzler brought up some of the book cases and will bring up another 5-6 book cases when George comes back from his vacation.

### PUBLIC BE HEARD:

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

## Board of Trustees Regular Monthly Meeting

Elizabeth Uribe 39 E. Prospect Street Hawthorne, NJ 07506 - came in to voice her concerns about the Pride Display that is currently in the children's room.

### MOTION TO GO INTO PRIVATE SESSION: 5:32 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				2nd	1st				
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

### MOTION TO EXIT FROM PRIVATE SESSION: 5:51 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			2nd		1st				
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

### MOTION TO REOPEN THE MEETING: 5:56 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			2nd		1st				
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

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**MOTION TO ADJOURN: 5:56 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			2nd		1st				
Aye	X	X	X	X	X		X	X	X
Nay									
Abstain									
Absent						X			

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

**Summary of Resolutions and Votes**

- Vote #2021-V018: Approving the Minutes for 12-May-2021– Regular Public Meeting. 2
- Vote #2021-V019: Approving the Bill List for 13-May-2021 through 09-Jun-2021 , inclusive. 2
- Vote #2021-V0020: Approving the installation of anti-idling signs at the library. 3
- Resolution #2021-R003: Approving the purchase of a new server & upgrading access points using capital reserve. 3