

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

Minutes – September 8, 2021 –4:30 P.M.

MEETING CALLED TO ORDER:

Time: 4:32pm

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	4:37PM
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	

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- **Vote #2021-V026: Approving the Minutes for 18-Aug-2021– Regular Public Meeting.**

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Goldberg / Michael Sciarra</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / Theresa DiGeroni mo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion					1			2	
Aye	X	X	X		X		X	X	X
Nay									
Abstain									
Absent				X		X			

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

None.

FINANCIAL REPORTS/BILL LIST

Richard Goldberg, Committee Chairperson

- **Vote #2021-V027: Approving the Bill List for 19-Aug-2021 through 08-Sep-2021 , inclusive.**

Library Board Roll Call Vote

	<u>Diana Connelly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Goldberg / Michael Sciarra</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Richard Spirito / Theresa DiGeroni mo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion					1			2	
Aye	X	X	X		X	X	X	X	X
Nay									
Abstain									
Absent				X					

Monica confirmed to Dr. Spirito that we are caught up with PSEG bills. This month's bill had no yet arrived by snail mail, but she was able to access it online.

Monica also pointed out that the Office Concepts bill was higher than usual because of purchasing toner, which is always expensive, even when ordering the alternatives to name brand cartridges.

Monica confirmed to Joe Metzler that printing expenses are offset by printing income and the Supplies – contra line item is 95% of what was budgeted for the whole year so we will more likely than not take in more money than expected.

Gifted \$2000 from Columbia Bank. Dr. Spirito noticed that the accompanying letter was to the attention of the former Business Manager; Monica will confirm with the bank that her name is disassociated with any accounts for future correspondence. She will also send an acknowledgement back, as requested.

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He read the letter out loud which stated that we were a recipient because Columbia Bank was keeping the tradition of Atlantic Stewardship of tithing in the community.

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

Flooding in the vestibule of the children’s entrance. Staff mopped and dried.

The borough has had some challenges with flooding and staff turnover so our recycling is getting backed up. It is supposed to be all picked up tomorrow, 9/9.

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

The server order has been submitted and should ship soon. Since the invoice is not due until November, the check coming from the Capital Reserve account will be prepared for October’s meeting.

Met with Howard Spaeth of H Grant Designs about re-doing out website. Costs would begin at \$2500, depending upon the complexity and degree of ADA compliancy. Optional is a \$125/month support contract.

Discussed at length was what makes a website ADA compliant and the level to which our new design would be affected. Darryl Siss will look into some resent cases involving this topic and make a recommendation.

The group agreed that the next step would be for Monica to create a more detailed design of what the site should look like so they can prepare a more exact quote, taking into consideration the compliancy issue.

The discussion segued into speculating if the donation from Columbia Bank could be put towards this and it was decided that it would be better spent elsewhere, on something more tangible, like better conference tables for the meeting rooms.

POLICY

Darryl Siss, Committee Chairperson

No report

PERSONNEL

Joseph Metzler, Committee Chairperson

- **Vote #2021-V028: Approve the hiring of Gina Pontrelli, Business Manager, at \$45,000/year, effective 9/20/2021.**

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 DiGeronomo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion			2		1				
Aye	X	X	X		X	X	X	X	X
Nay									
Abstain									
Absent				X					

COMMUNICATIONS

Monica A. Smith, Director

The Library’s “Star Trek” display – arranged by Gina Gerard – was spotlighted in an article on Tap Into Hawthorne. The items on display all came from Monica’s collection.

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

No report

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NOMINATING

Richard Goldberg, Committee Chairperson

No report

NEGOTIATIONS

Jean Mele, Committee Chairperson

No report

MEETING ROOM APPLICATIONS

none

PROFESSIONAL DEVELOPMENT

none

OLD BUSINESS

none

NEW BUSINESS

Mike Sciarra mentioned the total number of garbage and recycling cans on the back lawn of the library seems to have greatly increased and also that a good number of that total were upside down. We theorized that was probably due to needing more receptacles for events happening at the Farmer’s Market (like the car show).

Monica confirmed that groups are able to schedule meeting rooms for use and that the Program Coordinator has been in touch with them to get them squared away.

FRIENDS OF THE LIBRARY

No report. Next meeting is 9/14. Monica will be on vacation, but will attend virtually from home.

PUBLIC BE HEARD:

none

MOTION TO ADJOURN: 5:02pm

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 DiGeronomo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion					1			2	
Aye	X	X	X		X	X	X	X	X
Nay									
Abstain									
Absent				X					

Next Regular Meeting – Wednesday 13-Oct-21 at 4:30 P.M.

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Summary of Resolutions and Votes

- Vote #2021-V026: Approving the Minutes for 18-Aug-2021– Regular Public Meeting. 2
- Vote #2021-V027: Approving the Bill List for 19-Aug-2021 through 08-Sep-2021 , inclusive. 2
- Vote #2021-V028: Approve the hiring of Gina Pontrelli, Business Manager, at \$45,000/year, effective 9/20/2021. 3