

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

Minutes – October 12, 2022 –4:30 P.M.

MEETING CALLED TO ORDER:

Time: 4:36 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, 2022.

FLAG SALUTE:

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Diana Connolly	12/2023		X	
Theresa DiGeronimo, Superintendent's Alternate	N/A		X	
John Lane Mayor	N/A	X		
Jean Mele	12/2022		X	
Joseph Metzler	12/2026	X		
Cheryl Pasquale	12/2022		X	
Anna Marie Sasso 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	12/2022	X		
Monica A. Smith Director	N/A	X		
Gina Pontrelli Business Manager	N/A	X		

Louis Bay 2nd Public Library

Board of Trustees Regular Monthly Meeting

- **Vote #2022-V034: Approving the Minutes for 14-Sep-2022– Regular Public Meeting.**

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Mayor Lane/Anna Marie Sasso</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Cheryl Pasquale</u>	<u>Darryl Siss</u>	<u>Richard Spirito / Theresa DiGeronomo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion				1 st				2 nd	
Aye				X		X		X	X
Nay									
Abstain		X							
Absent	X		X		X		X		

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

Kerrie Beekman, recently elected President (effective 1/2023) of the Friends of the Library was introduced to be heard on an Agenda item: consideration for *after-hours building access* for any Friend's events held at the Library outside current hours of operation. Following suggestions and discussion, Board Member Joseph Metzler made a motion to grant permission that the Friends are given a numbered key and a unique access code for *after-hours building access* when needed. The motion was seconded by Mayor John Lane, with all in favor, carried unanimously. This will begin in 2023

FINANCIAL REPORTS/BILL LIST

John Lane, Committee Chairperson

- **Vote #2022-V035: Approving the Bill List for 15-Sep-2022 through 12-Oct-2022 , inclusive.**

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Mayor Lane/Anna Marie Sasso</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Cheryl Pasquale</u>	<u>Darryl Siss</u>	<u>Richard Spirito / Theresa DiGeronomo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion		2 nd		1 st					
Aye		X		X		X		X	X
Nay									
Abstain									
Absent	X		X		X		X		

Louis Bay 2nd Public Library

Board of Trustees Regular Monthly Meeting

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

Separate Report – The roof has a few areas that leak during extreme rainfall. Paino Roofing has been notified.

TECHNOLOGY

Richard A. Spirito, Jr., Committee Chairperson

Necessary licenses for the server were received from vendor CDW-G and forwarded to Board of Ed IT, Tamer Mamjek.

POLICY

Darryl Siss, Committee Chairperson

The Bergen County Cooperative Library System (BCCLS) had a System Council Meeting in September 2022. BCCLS approved changes to proving identity for Library Borrowing Privileges. Policy wording needed to be updated, for example, from *Library Card* to *Library Card Account*. Five Policies have since been adjusted. This was a First Reading to Approve those changes in the Policies listed: *Circulation, Registration, Prospect Park Patrons, Pay Card, and Public PC Access*. The word *Card* will be replaced with *Account*.

Acceptable proof of a Library Account includes:

- physical card issued by a BCCLS library
- current photo ID (staff must have patron verbally verify address if not displayed on ID)
- digital representation of the card
- card stored on loyalty card app
- library app or self-checkout app

- **Vote #2022-V036: Approving the first reading for Circulation, Registration, Prospect Park Patrons, Pay Card, and Public PC Access Policies.**

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Mayor Lane/Anna Marie Sasso</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Cheryl Pasquale</u>	<u>Darryl Siss</u>	<u>Richard Spirito / Theresa DiGeroni mo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion				2 nd				1 st	
Aye		X		X		X		X	X
Nay									
Abstain									
Absent	X		X		X		X		

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

PERSONNEL

Joseph Metzler, Committee Chairperson

No report

COMMUNICATIONS

Monica A. Smith, Director

No report

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

Director Monica A. Smith thanked the Friends of the Library and Library Staff members who helped at the 13th Annual Hawthorne Day, on Saturday, September 24, 2022.

NOMINATING

John Lane, Committee Chairperson

No report

NEGOTIATIONS

Jean Mele, Committee Chairperson

No report.

MEETING ROOM APPLICATIONS

None

PROFESSIONAL DEVELOPMENT

Congratulations were expressed to Director Monica A. Smith who was voted on to the Executive Board of BCCLS System Council. Monica will serve a 3 Year term.

OLD BUSINESS

None

NEW BUSINESS

None

FRIENDS OF THE LIBRARY

On Monday, October 24, 2022, the Friends of the Library will retrieve a substantial book donation.

PUBLIC BE HEARD: After hours building access for the Friends of the Library. The Library Board unanimously decided that the Friends of the Library would receive their own key to accommodate event scheduling.

Louis Bay 2nd Public Library

Board of Trustees Regular Monthly Meeting

MOTION TO ADJOURN: 5:23 pm

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Mayor Lane/Anna Marie Sasso</u>	<u>Jean Mele</u>	<u>Joe Metzler</u>	<u>Cheryl Pasquale</u>	<u>Darryl Siss</u>	<u>Richard Spirito / Theresa DiGeroni mo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion				1 st		2 nd			
Aye		X		X		X		X	X
Nay									
Abstain									
Absent	X		X		X		X		

Next Regular Meeting – Wednesday 9-Nov-22 at 4:30 P.M.

Summary of Resolutions and Votes

- Vote #2022-V034: Approving the Minutes for 14-Sep-2022– Regular Public Meeting. 2
- Vote #2022-V035: Approving the Bill List for 15-Sep-2022 through 12-Oct-2022 , inclusive. 2
- Vote #2022-V036: Approving the first reading for Circulation, Registration, Prospect Park Patrons, Pay Card, and Public PC Access Policies. 3