

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

Minutes – February 8, 2023 –4:30 P.M.

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, 2023.

FLAG SALUTE:

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Diana Connolly Treasurer / Secretary	12/2023	X		
Theresa DiGeronimo, Superintendent's Alternate	N/A		X	
John Lane Mayor	N/A		X	
Katie Haake	12/2027	X		
Joseph Metzler	12/2026	X		
Cheryl Pasquale	12/2027		X	
Anna Marie Sasso Mayor's Alternate	N/A		X	
Darryl Siss	12/2024	X		
Dr. Richard A. Spirito, Jr. Superintendent of Schools	N/A		X	4:35 pm
Dr. Richard A. Spirito President	12/2025	X		
Evan Toth	12/2027	X		
Monica A. Smith Director	N/A	X		
Gina Pontrelli Business Manager	N/A	X		

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- **Vote #2023-V006: Approving the Minutes for 11-Jan-2023– Regular Public Meeting.**

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Dr. 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	X
Nay									
Abstain									
Absent		X	X				X		

PUBLIC BE HEARD – AGENDA ITEMS ONLY: none

FINANCIAL REPORTS/BILL LIST

Mayor Lane, Committee Chairperson

- **Vote #2023-V007: Approving the Bill List for 12-Jan-2023 through 08-Feb-2023 , inclusive.**

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Dr. 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	X	X
Nay									
Abstain									
Absent		X	X						

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BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

The revised plan for the lighting fixtures was approved by Boswell for the contractor; now waiting on lead time for the fixtures to be delivered once ordered. Installation will follow, which can take a few weeks.

On January 24, 2023, the Library was struck by a car while the driver was attempting to park. The vehicle was damaged. Fortunately, there were no injuries to the driver or any pedestrians. Additionally, the building and adjacent vehicles escaped damage.

TECHNOLOGY

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

Updates to the new server are still not complete, but progress is being made.

POLICY

Darryl Siss, Committee Chairperson

Library Director Monica A. Smith asked Library Board President Dr. Richard Spirito to sign the BCCLS (Bergen County Cooperative Library System) Annual Certification of Agreement 2023, confirming that this Library is compliant with the membership requirements defined in the Agreement.

PERSONNEL

Joseph Metzler, Committee Chairperson

Per the IUJAT (International Union of Journeymen and Allied Trades) collective bargaining agreement, the postings for the two open Library positions, Head of Children's Services, and Head of Circulation, have been internally posted and will remain posted through February 10, 2023.

- **Vote #2023-V008: Approving the hiring of Nina Androski, Library Associate / Technical Services / Programming, at 40 hours/pp, \$14.13 / hour, effective on or about 13-Feb-2023.**

Library Board Roll Call Vote

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

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COMMUNICATIONS

Monica A. Smith, Director

none

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

none

NOMINATING

Mayor Lane, Committee Chairperson

none

NEGOTIATIONS

Katie Haake, Committee Chairperson

none

MEETING ROOM APPLICATIONS

none

PROFESSIONAL DEVELOPMENT

On January 23, 2023, Director Monica A. Smith attended Basic Circulation Live! at the BCCLS Office in Fair Lawn, NJ., stating that she was able to provide a lot of feedback about the event.

Director Monica A. Smith will also be presenting a class at this year's NJLA (New Jersey Library Association) Conference in Atlantic City. The Conference dates are May 31 through June 2, 2023.

OLD BUSINESS

none

NEW BUSINESS

none

FRIENDS OF THE LIBRARY

The Friends had their meeting on Tuesday, February 7, 2023. The Friends have several events being planned at the Library, such as an indoor craft sale in March of this year. They have a new President, Kerrie Beekman, and they are actively seeking new membership

PUBLIC BE HEARD

none

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Dr. Richard Spirito announced that he would like to have a Private Session with the Board’s Trustees regarding matters of personnel and to discuss the Library Director’s annual evaluation.

MOTION TO GO INTO PRIVATE SESSION: 5:02 pm

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Dr. 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	X	X
Nay									
Abstain									
Absent		X	X						

MOTION TO EXIT FROM PRIVATE SESSION: 5:17 pm

Library Board Roll Call Vote

	<u>Diana Connolly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Darryl Siss</u>	<u>Dr. 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	X	X
Nay									
Abstain									
Absent		X	X						

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MOTION TO ADJOURN: 5:18 pm

Library Board Roll Call Vote

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

Next Regular Meeting – Wednesday 8-Mar-23 at 4:30 P.M.

Summary of Resolutions and Votes

- Vote #2023-V006: Approving the Minutes for 11-Jan-2023– Regular Public Meeting. 2
- Vote #2023-V007: Approving the Bill List for 12-Jan-2023 through 08-Feb-2023 , inclusive. 2
- Vote #2023-V008: Approving the hiring of Nina Androski, Library Associate / Technical Services / Programming, at 40 hours/pp, \$14.13 / hour, effective on or about 13-Feb-2023. 3