

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

Minutes – April 12, 2023 –4:30 P.M.

MEETING CALLED TO ORDER:

Time: 4:33 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	
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		

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

## Board of Trustees Regular Monthly Meeting

- **Vote #2023-V012: Approving the Minutes for 08-Mar-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 DiGeronomo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion			2 <sup>nd</sup>		1 <sup>st</sup>				
Aye	X	X	X		X				X
Nay									
Abstain									
Absent				X		X	X	X	

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

### FINANCIAL REPORTS/BILL LIST

**Mayor Lane, Committee Chairperson**

- **Vote #2023-V013: Approving the Bill List for 09-Mar-2023 through 12-Apr-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 DiGeronomo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion		2 <sup>nd</sup>			1 <sup>st</sup>				
Aye	X	X	X		X				X
Nay									
Abstain									
Absent				X		X	X	X	

Director Monica A. Smith clarified that three local Vendors listed on the Bill List for electrical supplies, were for specific DPW work orders for various lighting issues at the Library, separate from any work associated with the current Lighting Project through Post & Kelly Electric Co., Inc.

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## Board of Trustees Regular Monthly Meeting

### BUILDINGS AND GROUNDS

**Joseph Metzler, Committee Chairperson**

The Library Lighting Project with Post & Kelly Electric Co., Inc, is progressing. They will be working in the main part of the Library. 16 public computers will be moved to accommodate the electrician's lift. Patrons can use 6 computers in the Young Adult Lab. Library Board Member Joseph Metzler also noted that a projection screen needs installation in Meeting Rm. A and a display case will need a glass shelf. As part of Building and Grounds, Mr. Metzler spoke about USMC Lance Corporal William (Billy) G. Dutches, who was killed in action June 14, 1966, while on patrol with his Marine Division in Vietnam. His helmet cover is on loan from the NJ Vietnam Veterans' Memorial Center and Vietnam Era Museum. Dutches grew up in Hawthorne. Personal memorabilia from his life and service will be on display at the Library through Memorial Day, May 29, 2023. There is a bench honoring LCpl William Dutches on the library grounds.

### TECHNOLOGY

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

The server migration project is complete. In tandem with moving Public PCs, it was decided to reduce the number of Public PCs on the main floor from 16 to 8 (7 of these will have upgraded CPUs). The number of Catalog Computers in the Children's Room will change from 2 to 1. The increase in patron's using their personal devices. has resulted in a drop off in use of the public computers. BCCLS will be assisting with the reconfigurations.

### POLICY

**Darryl Siss, Committee Chairperson**

No report

### PERSONNEL

**Joseph Metzler, Committee Chairperson**

Per the UPSEU collective bargaining agreement, the postings for the open position, Library Associate / Circulation Services has been posted internally and will remain up thru April 17, 2023.

- **Vote #2023-V014: Memorialize the resignation of Nina Androski, effective April 11, 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 DiGeroni mo</u>	<u>Evan Toth</u>	<u>Dr. Spirito</u>
Motion		1 <sup>st</sup>	2 <sup>nd</sup>						
Aye	X	X	X		X				X
Nay									
Abstain									
Absent				X		X	X	X	

Nina Androski's resignation after 6 days, leaves an opening for a Part Time Library Associate / Technical Services / Programming person, along with a Full Time Library Associate, Part Time Library Assistant, Part Time Library Monitor, Part Time Evening Reference staff.

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**COMMUNICATIONS**

**Monica A. Smith, Director**

No report

**COMMUNITY PUBLIC RELATIONS**

**Evan Toth, Committee Chairperson**

No report

**NOMINATING**

**Mayor Lane, Committee Chairperson**

No report

**NEGOTIATIONS**

**Katie Haake, Committee Chairperson**

The negotiation meeting scheduled with UPSEU (United Public Service Employees Union) for Wednesday, March 15, 2023, 11:00 am was cancelled, as the employee representatives were not available. The Library Board Negotiations Committee members were present. Another negotiation meeting has not been rescheduled yet.

**MEETING ROOM APPLICATIONS**

None

**PROFESSIONAL DEVELOPMENT**

No report

**NEW BUSINESS**

None

**FRIENDS OF THE LIBRARY**

The Friends of the Library met on Tuesday, April 11, 2023. They are planning a variety of events. A popular Friends event, *Night of Chocolate*, will be on Friday, May 19, 2023, 7:00 - 9:00 pm. The Friends held a successful *Indoor Craft Fair* on a rainy Saturday, March 25, 2023. They had 20 tables set up, with a variety of wares, and a lot of attendees participated in the event. Sunday, June 11, 2023, at 1:00 pm, Bill Ervolino, of *The Bergen Record* is scheduled for a Friend's Program of entertainment at the Library.

**PUBLIC BE HEARD:** None

**MOTION TO GO INTO PRIVATE SESSION:** None

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

**MOTION TO ADJOURN: 5:04 pm**

*Library Board Roll Call Vote*

	<u>Diana Connolly</u>	<u>Cheryl Pasquale</u>	<u>Mayor Lane / Anna Maria 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			2 <sup>nd</sup>		1 <sup>st</sup>				
Aye	X	X	X		X				X
Nay									
Abstain									
Absent				X		X	X	X	

**Next Regular Meeting – Wednesday 10-May-23 at 4:30 P.M.**

**Summary of Resolutions and Votes**

- Vote #2023-V012: Approving the Minutes for 08-Mar-2023– Regular Public Meeting. 2
- Vote #2023-V013: Approving the Bill List for 09-Mar-2023 through 12-Apr-2023, inclusive. 2
- Vote #2023-V014: Memorialize the resignation of Nina Androski, effective April 11, 2023. 3