

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

Minutes – May 10, 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	4:33 pm
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		

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- **Vote #2023-V015: Approving the Minutes for 12-Apr-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					2 nd			1 st	
Aye	X				X				X
Nay									
Abstain			X	X		X	X	X	
Absent		X							

PUBLIC BE HEARD – AGENDA ITEMS ONLY:

FINANCIAL REPORTS/BILL LIST

Mayor Lane, Committee Chairperson

- **Vote #2023-V016: Approving the Bill List for 13-Apr-2023 through 10-May-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			1 st			2 nd			
Aye	X		X	X	X	X	X	X	X
Nay									
Abstain									
Absent		X							

On the Bill List, Director Monica A. Smith clarified that check 9601, payable to AllBrite Cleaning Services LLC, in the amount of \$1750.00, is for the monthly (6 days per week) Library cleaning service.

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BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

The Library Lighting Project is progressing; Post & Kelly Electric Co., has completed the majority of the loft area. Director Monica A. Smith drafted a Resolution with a quote to replace 8 each 2x2 lights in the main floor Quiet Study Reading Room which contains large print books. The quote was provided by the current project vendor, Post & Kelly Electric Co. Since the Study Room was not included in the project's original pricing, it will be considered as a new and separate job, and open to additional quotes to modify the lighting. All agreed to table any decisions until the next Board Meeting, June 14, 2023. Paino Roofing was at the Library for necessary roof repairs, following a heavy rain storm.

TECHNOLOGY

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

BCCLS (Bergen County Cooperative Library System) will be scheduling a date to reconfigure the PCs on the main floor; patrons are utilizing the PCs in the YA Lab, as an option.

POLICY

Darryl Siss, Committee Chairperson

No report

PERSONNEL

Diana Connolly, Committee Chairperson

The Personnel Committee was sent information about a potential candidate for a Children's Librarian. It was suggested that an offer be made to hire that qualified candidate. If she declines, the position will remain posted. Other resources to reach prospective applicants were discussed for future needs.

COMMUNICATIONS

Monica A. Smith, Director

No report

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

No report

NOMINATING

Mayor Lane, Committee Chairperson

No report

NEGOTIATIONS

Joseph Metzler, Committee Chairperson

A negotiation meeting with UPSEU (United Public Service Employees Union) is scheduled for Monday, May 15, at 9:30 am at the Library.

MEETING ROOM APPLICATIONS

none

PROFESSIONAL DEVELOPMENT

Director Monica A. Smith was invited, but unable to attend the 2023 PERC (Public Employment Relations Commission) conference in New Brunswick. An attendee forwarded the workshop's handouts to her. The document is 398 pages; Monica will review it over time.

NEW BUSINESS

The Library will support Hawthorne's 125th Anniversary Celebrations by displaying their events on the digital sign in front of the building. The Circulation staff will insert a card in outbound library books featuring the town's event information. Also noted was the abundance of spring dandelion overgrowth and possibly scheduling some lawn service that won't conflict with the ongoing NPP (Neighborhood Preservation Program) beautification landscaping plans.

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FRIENDS OF THE LIBRARY

The Friends' of the Library met on Tuesday, May 9, 2023. Their (*sold-out*) fundraiser, A Night of Chocolate, is Friday, May 19, 2023. Sunday, June 11, columnist Bill Ervolino will be speaking at the Library. There are several Friends' events scheduled such as used book sales at the Sunday Farmer's Market, and a Rummage Sale. The Friends of the Library also voted to give the Library a check for \$2,000 to offset Periodical expenses.

PUBLIC BE HEARD: None

MOTION TO GO INTO PRIVATE SESSION: 5:21 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	X
Nay									
Abstain									
Absent		X							

MOTION TO EXIT FROM PRIVATE SESSION: 5:24 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	X
Nay									
Abstain									
Absent		X							

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MOTION TO ADJOURN: 5:25 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	X
Nay									
Abstain									
Absent		X							

Next Regular Meeting – Wednesday 14-Jun-23 at 4:30 P.M.

Summary of Resolutions and Votes

- Vote #2023-V015: Approving the Minutes for 12-Apr-2023– Regular Public Meeting. 2
- Vote #2023-V016: Approving the Bill List for 13-Apr-2023 through 10-May-2023 , inclusive. 2
- Resolution #2023-R001: Approve \$2800 from Philanthropic for Change Orders on the lighting project. (see attached Resolution) * **Tabled until Board Meeting June 14, 2023**