

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

Minutes – February 11, 2026 –4:30 P.M.

MEETING CALLED TO ORDER:

Time: 4:29 pm

PUBLIC PORTION OF MEETING BEGINS:

Notification for this meeting is in accordance with the Open Public Meeting Act (N.J.S.A. 10:4-6 to -21), as amended by S-4654 (2025).

FLAG SALUTE:

ROLL CALL:

ROLL CALL:	TERM	PRESENT	ABSENT	Time of arrival after meeting has been called to order.
Michael J. Alberta	12/2029	X		
Diana Connolly Treasurer / Secretary	12/2028	X		
Theresa DiGeronimo, Superintendent's Alternate	N/A	X		
Katie Haake	12/2027	X		
John Lane Mayor	N/A	X		
Nicole Mariella	12/2030	X		
Joseph Metzler	12/2026	X		
Matthew Mignanelli Superintendent of Schools	N/A		X	
Anna Marie Sasso Mayor's Alternate	N/A		X	
Michael Sebetich	12/2027	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 #2026-V007: Approve the Minutes for 14-Jan-2026– Regular Public Meeting.**

Library Board Roll Call Vote

	<u>Michael Alberta</u>	<u>Diana Connolly</u>	<u>Michael Sebetich</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Matthew Mignanelli/ Theresa DiGeronimo</u>	<u>Nicole Mariella</u>	<u>Evan Toth</u>
Motion				2 nd		1 st			
Aye	X	X	X	X	X	X		X	
Nay									
Abstain							X		
Absent									X

PUBLIC BE HEARD – AGENDA ITEMS ONLY: None

FINANCIAL REPORTS/BILL LIST

Mayor Lane, Committee Chairperson

- Vote #2026-V008: Approving the bill list for 15-Jan-2026 through 11-Feb-2026 , inclusive.**

Library Board Roll Call Vote

	<u>Michael Alberta</u>	<u>Diana Connolly</u>	<u>Michael Sebetich</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Matthew Mignanelli/ Theresa DiGeronimo</u>	<u>Nicole Mariella</u>	<u>Evan Toth</u>
Motion					2 nd	1 st			
Aye	X	X	X	X	X	X	X	X	
Nay									
Abstain									
Absent									X

Director Monica A. Smith provided an update on the recovery of the Library’s QuickBooks financial data, noting that all 4 library bank account transactions are re-entered and are reconciled for the year 2025.

- Vote #2026-V009: Merge the two separate Philanthropic accounts into one**

Library Board Roll Call Vote

	<u>Michael Alberta</u>	<u>Diana Connolly</u>	<u>Michael Sebetich</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Matthew Mignanelli/ Theresa DiGeronimo</u>	<u>Nicole Mariella</u>	<u>Evan Toth</u>
Motion				1 st		2 nd			
Aye	X	X	X	X	X	X	X	X	
Nay									
Abstain									
Absent									X

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For a number of years, the library has had two bank accounts assigned as philanthropic accounts for receiving deposits from private donations or bequests, and used to fund specific programs, projects or specialized purchases. The lower balance philanthropic account will be closed upon transferring those funds to the higher balance philanthropic account. Library Board President Michael Alberta is an authorized signer on both of these accounts, and will visit the bank to start this process. Mr. Alberta will also inquire about safe, higher yield options for the one remaining philanthropic account, possibly a CD, to ensure growth. The library will now have three bank accounts: *Operating Expenses*, *Capital Reserve*, and *Philanthropic*.

BUILDINGS AND GROUNDS

Joseph Metzler, Committee Chairperson

The project to upgrade, replace, and expand the interior and exterior library web camera system is pending a prospective vendor to re-schedule an on-site visit and submit their proposal for review. A storage closet, and its contents, in Meeting Room A, sustained some water damage during the extreme cold. The area is in the process of drying out, and the cause for the incoming water is still being determined. Repairs will be scheduled when the weather warms up. The library is expecting a quarterly commission payment for beverage sales from the vending machine, and the company will be contacted to determine the status of the check. An outdoor American flag needs to be replaced because it was damaged by high winds and tree branches. The Borough of Hawthorne Fire Subcode Official inspected all of the library fire extinguishers, and updated all of their tags.

TECHNOLOGY

Michael Alberta., Committee Chairperson

No report

POLICY

OPEN, Committee Chairperson

No report

PERSONNEL

Diana Connolly, Committee Chairperson

Recently a part-time Library Associate for the Technical Services Department resigned for a job closer to her residence. Director Monica A. Smith proposed an alternative for her to work remotely, with reduced hours, so that the employee could continue her tasks maintaining the library's social media and outreach, with no need to hire a replacement for her. The Tech Services Department Head will record her hours per pay period. The position for Library Monitor is still pending, while a revised job description is being drafted.

COMMUNICATIONS

Monica A. Smith, Director

None

COMMUNITY PUBLIC RELATIONS

Evan Toth, Committee Chairperson

None

NOMINATING

None

Mayor Lane, Committee Chairperson

NEGOTIATIONS

None

Joseph Metzler, Committee Chairperson

MEETING ROOM APPLICATIONS

None

PROFESSIONAL DEVELOPMENT

No Report

OLD BUSINESS

None

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NEW BUSINESS

Theresa DiGeronimo, the Library Board’s alternate for Superintendent of Schools Matthew Mignanelli, commented on the collaboration between the Louis Bay 2nd Library and Hawthorne High School. Theresa, who is the Hawthorne High School librarian, publicly thanked Dafina Moore, Head of Circulation for the Louis Bay 2nd Library, for her assistance processing library account applications for high school students. Theresa explained that she meets with all of the senior classes to teach them how to use the BCCLS (*Bergen County Consortium Library System*) programs and how to access the digital databases to obtain reliable research using their library account.

With the goal of putting more library books in student’s hands, and for them to see library books as a valued source of information, Theresa asked if the library would consider ideas for a convenient, secure delivery system for students to receive and return library materials. It was noted that some libraries are setting up self-service book locker systems, and there will be other options to explore.

FRIENDS OF THE LIBRARY

The Friends of the Library had their meeting on Tuesday, February 10, 2026.

Friends President Kerrie Beekman said that their popular fundraiser event, *Night of Chocolate*, will be on Friday, May 15, 2026. The Friends will have their next meeting on Tuesday, March 10, 2026.

PUBLIC BE HEARD: None

MOTION TO ADJOURN: 5:00 pm

Library Board Roll Call Vote

	<u>Michael Alberta</u>	<u>Diana Connolly</u>	<u>Michael Sebetich</u>	<u>Mayor Lane / Anna Marie Sasso</u>	<u>Katie Haake</u>	<u>Joe Metzler</u>	<u>Matthew Mignanelli / Theresa DiGeronimo</u>	<u>Nicole Mariella</u>	<u>Evan Toth</u>
Motion				1 st		2 nd			
Aye	X	X	X	X	X	X	X	X	
Nay									
Abstain									
Absent									X

Next Regular Meeting – Wednesday 11-Mar-26 at 4:30 P.M.

Summary of Resolutions and Votes

- Vote #2026-V007: Approve the Minutes for 14-Jan-2026– Regular Public Meeting. 2
- Vote #2026-V008: Approving the bill list for 15-Jan-2026 through 11-Feb-2026 , inclusive. 2
- Vote #2026-V009: Merge the two separate Philanthropic accounts into one 2