Rutherford Public Library Board of Trustees
Minutes for August 31, 2020 Meeting

Open Meeting Held: Zoom Meeting

1. Roll Call

   Trustees Present
   Ms. Wendy Armacost
   Ms. Brenda Fargo
   Mr. Anthony Nicodemo
   Mr. Jimmy Rizzo
   Ms. Monica Rodriguez – arrived 7:07
   Ms. Pat Wester
   Mr. Palmer Yale

   Absent
   Ms. Krista Vellis

   Staff Present
   Jane Tarantino, Bridget Merlì, Nancy Martin, Sara Cassaro, Tatiana Ontivero, Jen Capoano, Lauren Walsh

   Others Present
   Mr. James McCarthy, Mr. Ray Guzman

   Call to Order
   The meeting was called to order at 7:02 p.m. by Ms. Armacost

2. Provisions of the Open Public Meetings Act

   Ms. Wester read the provisions of the Open Public Meetings Act.

3. President’s Report

   A. Agenda
      Motion: To approve the agenda
      Moved: Wester    Seconded: Rizzo
      For: Armacost, Fargo, Nicodemo, Rizzo, Wester, Yale
      Against:
      Abstain:

   B. Approval of the minutes
      Motion: To approve the minutes of the July 20, 2020 open meeting.
      Moved: Yale    Seconded: Wester
      For: Armacost, Fargo, Nicodemo, Rodriguez, Wester, Yale
      Against:
      Abstain: Rizzo

   C. Approval of the closed meeting minutes
      Motion: To approve the minutes of the July 20, 2020 closed meeting.
      Moved: Wester    Seconded: Yale
      For: Armacost, Fargo, Nicodemo, Wester, Yale

August 31, 2020
Page 1 of 4
Against:
Abstain: Rizzo

D. Motion: To approve the minutes of the July 27, 2020 closed meeting. - tabled
Moved: Seconded:

E. Approval of the minutes
Motion: To approve the minutes of the July 30, 2020 open meeting
Moved: Wester Seconded: Yale
For: Armacost, Fargo, Nicodemo, Wester, Yale
Against:
Abstain: Rizzo

F. Approval of the minutes
Motion: To approve the minutes of the August 11, 2020 open meeting
Moved: Fargo Seconded: Wester
For: Armacost, Fargo, Nicodemo, Rizzo, Wester, Yale
Against:
Abstain:

As discussed, Anthony Nicodemo will join the Buildings and Grounds Committee. There will also be work done on a Library “cheat sheet” for new trustees in the future.

4. Hearing of the citizens

Ms. Armacost opened the hearing of the citizens. As no citizens on the meeting chose to speak, the hearing was closed.

5. Correspondence – None

6. Finance

Motion: To approve payment of bills enclosed in packet.
Moved: Wester Seconded: Armacost
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against:
Abstain:

7. Old Business

Motion: To accept Judah Hamer’s resignation, indicating October 17, 2020 as the date of separation.
Moved: Wester Seconded: Armacost
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against:
Abstain:

Motion: To nominate and appoint Wendy Armacost as the President of the Rutherford Library Board.
Moved: Wester Seconded: Rizzo
For: Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Motion: To nominate and appoint Monica Rodriguez as Vice President of the Rutherford Library Board
Moved: Armacost  Seconded: Wester
For: Armacost, Fargo, Nicodemo, Rizzo, Wester, Yale
Against: 
Abstain: Rodriguez

- Search Committee update on Director Search and Interim Director recommendation.
  o Ad has been placed by Library Development Solutions.
  o Some resumes have come in, more likely after Labor Day.

8. Closed Session

WHEREAS, the "Open Public Meetings Act" requires that a public body adopt a resolution at an open
meeting before going into closed session to discuss a matter which excludes the public as permitted
under Section 7b;

NOW, THEREFORE, BE IT RESOLVED, that the Library Board of Trustees will hold a closed meeting
on Monday, August 31, 2020 at 7:18 PM in the Library to discuss a personnel matter.

BE IT FURTHER RESOLVED, that the outcome of this discussion will be disclosed to the public when
there is no further need for confidentiality.

Motion: To go into closed session.
Moved: Wester  Seconded: Rizzo
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against: 
Abstain: 

9. New Business

Motion: To retain Sara Cassero as Interim Director of the Rutherford Public Library for an initial term
of four (4) months or until a new Director is hired, whichever occurs first, and not more than six (6)
months in any event. The term shall include a two (2) week overlap period to onboard the new
director, if retained before the expiration of the term of the Interim Director. Salary shall be set as a
stipend of $26,400 per annum and pro-rated over the term to be paid over and above Ms. Cassaro’s
existing salary. The job description will be as directed by the RPL Board and will include a re-opening
plan for the RPL. Effective September 1, 2020.
Moved: Armacost  Seconded: Fargo
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against: 
Abstain: 

Motion: To direct Council to submit to the board an amended Personnel Manual, changing the
authority of hiring practices to reflect the RPL Board, consistent with New Jersey law.
Moved: Armacost  Seconded: Rodriguez
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against: 
Abstain: 

August 31, 2020
Page 3 of 4
**Motion:** To direct the Interim Director and Counsel to draft a reopening plan consistent with New Jersey law, for submission to the Governing Body, including its Board of Health.
Moved: Rizzo        Seconded: Yale
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against: Abstain:

10. **Legal Report**


11. **Adjournment**

**Motion:** To adjourn the meeting.
Moved: Wester        Seconded: Armacost
For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Wester, Yale
Against: Abstain:

There being no further business before the Board, the meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Cori Verdin

August 31, 2020
Page 4 of 4