

**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 Meri, 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

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

Against:
Abstain: Armacost

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. Cassero'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:

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

- RPL Personnel Manual and Attorney General Opinion – discussed in closed session and voted on in open.

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 Verdino