Rutherford Public Library Board of Trustees
Minutes for January 15, 2014 Meeting

Open Meeting

1. Roll Call

Trustees Present

Ms. Wendy Armacost
Ms. Brenda Fargo
Ms. Rose Inguanti
Ms. Julie Kajouras  (arrived at 7:10 p.m.)
Ms. Monica Rodriguez
Ms. Pat Wester

Absent

Mr. James Rizzo
Ms. Krista Vellis

Staff Present

Mr. Judah Hamer, Director

Call to Order

The meeting was called to order at 7:02 p.m. by Ms. Inguanti

2. Provisions of the Open Public Meetings Act

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

3. Election of officers

Motion: To approve the nomination and election of Rose Inguanti as President
Moved: Armacost  Seconded: Rodriguez
For: Armacost, Fargo, Inguanti, Rodriguez, Wester
Against:
Abstain:

Motion: To approve the nomination and election of Julie Kajouras as Vice President
Moved: Rodriguez  Seconded: Wester
For: Armacost, Fargo, Inguanti, Rodriguez, Wester
Against:
Abstain:

Motion: To approve the nomination and election of Wendy Armacost as Secretary
Moved: Wester  Seconded: Fargo
For: Armacost, Fargo, Inguanti, Rodriguez, Wester
Against:
Abstain:
4. President's Report

A. Agenda
   Motion: To approve the agenda with one addition
   Moved: Armacost                      Seconded: Wester
   For: Armacost, Fargo, Inguanti, Rodriguez, Wester
   Against:
   Abstain:

B. Approval of the Minutes
   Motion: To approve the minutes of the December 18 open meeting
   Moved: Rodriguez                      Seconded: Wester
   For: Inguanti, Kajouras, Rodriguez, Wester
   Against:
   Abstain: Armacost, Fargo

   Motion: To approve the minutes of the December 18 closed meeting
   Moved: Wester                          Seconded: Rodriguez
   For: Inguanti, Kajouras, Rodriguez, Wester
   Against:
   Abstain: Armacost, Fargo

5. Hearing of Citizens
   Ms. Inguanti opened the hearing of the citizens.

   Rene Garzon, the union representative for the Library employees, spoke briefly regarding the Rice Notice issued to Marianne Sulling. He stated that he had never received any communication that there were performance problems with the employee. He felt that he should have been informed prior to the Rice Notice being issued.

6. Correspondence
   None.

7. Director's Report
   Mr. Hamer informed the Board that Marianne Sulling had received a Rice Notice. He will draft the documentation to support this in memo format as well as in Civil Service format. This will be forwarded to the Board for action.

   AES came to analyze the problems with the HVAC system. Repairs are pending.

   Some of the staff will make field visits to libraries to analyze their service points.

January 2014
Page 2 of 4
Two minor fire safety violations have been repaired.

Mr. Hamer is compiling data for the State Aid report. This is required for both State Aid and for BCCLS membership.

Mr. Hamer and staff will be reviewing collections again. Some materials may be moved to the high school library.

The software upgrade was problematic and the consultant is still working on it.

8. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet with one addition
Moved: Rodriguez Seconded: Armacost
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

9. Other Reports

A. Foundation

Invitations to last year's Gala attendees were mailed and ticket sales to this year's event are ongoing.

10. Executive 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 Wednesday, January 15, 2014 at 7:21 p.m. in the auditorium 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: Kajouras Seconded: Armacost
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

RETURN TO OPEN SESSION
The return to Open Session was at 7:43 p.m.
11. Old Business
   None.

12. New Business

   A. BCCLS Certification

      Motion:  To approve the Certification of Agreement with the Bergen County Cooperative Library
               System (BCCLS) in as far as the Library meets all of the requirements of BCCLS
      Moved:  Fargo     Seconded:  Wester
      For:  Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
      Against:
      Abstain:

   B. Committee Assignments
      This will be addressed when the new Board member is named.

   C. 2014 Budget

      Motion:  To approve submission of the proposed budget to the Mayor and Council
      Moved:  Fargo     Seconded:  Kajouras
      For:  Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
      Against:
      Abstain:

13. Adjournment

      Motion:  To adjourn the meeting
      Moved:  Rodriguez     Seconded:  Armacost
      For:  Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester

      There being no further business before the Board, the meeting was adjourned at 7:52 p.m.

      Respectfully submitted,

      Rose Inguanti
      President

January 2014
Page 4 of 4