

**Rutherford Public Library Board of Trustees  
Minutes for January 16, 2013 Meeting**

**Open Meeting**

**1. Roll Call**

Trustees Present	Ms. Wendy Armacost Ms. Brenda Fargo Mr. Gerry Grenier Ms. Rose Inguanti Ms. Julie Kajouras Mr. Mark O'Connor Ms. Monica Rodriguez Ms. Pat Wester
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Absent

Staff Present	Mr. Judah Hamer, Director
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Others present	Mr. Jim McCarthy
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Call to Order	The meeting was called to order at 7:03 p.m. by Ms. Wester
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**2. Provisions of the Open Public Meetings Act**

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

**3. Agenda**

**Motion:** *To approve the agenda with corrections.*

Moved:	Fargo	Seconded:	O'Connor
For:	Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester		
Against:			
Abstain:			

**4. Election of Officers**

**Motion:** *To approve the nomination and election of Rose Inguanti as President.*

Moved:	Fargo	Seconded:	Rodriguez
For:	Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester		
Against:			
Abstain:			

**Motion:** *To approve the nomination and election of Julie Kajouras as Vice President.*

Moved:	Fargo	Seconded:	Armacost
For:	Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester		
Against:			
Abstain:			

**Motion:** *To approve the nomination and election of Gerry Grenier as Treasurer.*

Moved: Fargo  
For: Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester  
Against:  
Abstain:

**Motion:** *To approve the nomination and election of Wendy Armacost as Secretary*  
Moved: Fargo  
For: Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester  
Against:  
Abstain:

## 5. President's Report

### A. Approval of the Minutes

**Motion:** *To approve the minutes of the December 19 open meeting.*  
Moved: Kajouras  
For: Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester  
Against:  
Abstain:

## 6. Hearing of Citizens

None.

## 7. Correspondence

Ms. Wester handed invitations to the Foundation Gala to each Trustee.

Mr. Hamer reported that a letter was received from the Rutherford Bible Chapel acknowledging that the Library will use the Library steps for the Labor Day Street Fair.

## 8. Director's Report

Mr. Hamer reported on several building issues: the Stanley door needs repair; a sink is leaking due to unstable tiles; Monsen has promised to repair the boiler early next week.

A number of calls have been received from the community asking when the Music and Movement Program will recommence.

The new BCCLS computer system was offline all day Friday. It will be several weeks before it is operating properly.

Mr. Hamer referenced the end of year statistics. Circulation and door counts are down approximately 15%. The majority of the drop off is due to the downsizing of the open borrowing program. In 2013, there will be a limit on the number of items that can be checked out on any individual card in the open borrowing program.

The number of Library programs is up and approximately 2,000 more people participated this year.

In prior years, the number of computer sessions was estimated. Now we are able to get exact counts. Sessions were down this year but average session time remains high at 45 minutes.

## 9. Committee Reports

### A. Finance

Mr. Grenier reported that Mr. Hamer had forwarded the 2013 budget narrative to the Borough.

There was a discussion about the Monsen bill and the need to revisit their contract for 2013.

**Motion:** *To approve payment of bills enclosed in packet with one addition.*

Moved: Grenier

Seconded: Wester

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester

Against:

Abstain:

## 10. Other Reports

### A. Mayor

None.

### B. Foundation

Ms. Wester reported that the Gala committee has been meeting weekly. There was a short discussion on the details of the event.

### C. Legal

None.

## 11. Old Business

Mr. Grenier questioned the status of the plans for physical improvements to the building. The next step is to contract with an architect/builder for drawings. There is \$5,000 built into the budget for this work. Mr. Hamer will prepare a list of candidates to interview.

## 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: Armacost

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester

Against:

Abstain:

### B. Committee Assignments

Committee preference sheets were distributed to the Trustees and will be returned to Mr. Hamer for coordination.

### 13. Adjournment

**Motion:** *To adjourn the meeting.*

**Moved:** Fargo

**Seconded:** Wester

**For:** Armacost, Fargo, Grenier, Inguanti, Kajouras, O'Connor, Rodriguez, Wester

**Against:**

**Abstain:**

There being no further business before the Board, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,



Rose Inguanti  
President