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'Connnor
   Ms. Monica Rodriguez
   Ms. Pat Wester

   Absent

   Staff Present
   Mr. Judah Hamer, Director

   Others present
   Mr. Jim McCarthy

   Call to Order
   The meeting was called to order at 7:03 p.m. by Ms. Wester

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.

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

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

Respectfully submitted,

[Signature]

Rose Inguanti  
President