

**Rutherford Public Library Board of Trustees
Minutes for January 22, 2018 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms Brenda Fargo Ms. Julie Kajouras Mr. Anthony Nicodemo Mr. James Rizzo Ms. Monica Rodriguez Ms. Pat Wester Mr. Palmer Yale
Absent	Ms. Krista Vellis
Staff Present	Mr. Judah Hamer, Director Mr. Jim McCarthy
Call to Order	The meeting was called to order at 7:05 p.m. by Ms. Kajouras

2. Provisions of the Open Public Meetings Act

Mr. Hamer read the provisions of the Open Public Meetings Act.

3. President's Report

A. Agenda

Motion: To approve the agenda.
Moved: Armacost **Seconded:** Fargo
For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale
Against:
Abstain: Nicodemo

B. Approval of the Minutes

Motion: To approve the minutes of the December 18, 2017 open meeting.
Moved: Rodriguez **Seconded:** Webster
For: Armacost, Kajouras, Rizzo, Rodriguez, Wester, Yale
Against:
Abstain: Fargo, Nicodemo

4. Hearing of the citizens

Ms. Kajouras opened the hearing of the citizens. As no citizens were present to speak, the hearing was closed.

5. Correspondence

None

6. Director's Report

Mr. Hamer updated the Board on the heating issue. One of the two furnaces is not operational because the pump is broken. It is being rebuilt, since this is less expensive than a new pump being installed. A new pump itself would cost approximately \$7,000 without labor for installation.

Mr. Hamer reported on his and the staff having interviewed Pages for the two vacancies in the Adult Department. Two candidates are recommended for hire, and this is under new business.

Mr. Hamer reviewed how the new inter-library delivery company Expak is having major problems and its impact on services. He indicated BCCLS is advocating heavily on behalf of our and other member libraries to get Library Link New Jersey, who manages this service on behalf of the State Library, to resolve the problem. Ms. Armacost asked about messaging to the public. Mr. Hamer shared that both BCCLS and Rutherford Library are messaging in a range of formats to patrons about the situation. Mr. Yale inquired what the solution was, asking if a new vendor was a possibility. Mr. Hamer replied that the solution is not clear yet because it would be more expedient to coach Expak to handle the delivery successfully instead of breaking the contract. Breaking the contract would trigger a new RFP by Library Link New Jersey and a protraction of this disruption to library services across the region.

Mr. Hamer reviewed the details of the "Johnson legislation" that enables municipalities to vote to fund a library above one third mill.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet with additions.

Moved: Rizzo Seconded: Fargo

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

8. Other reports:

Mayor (or Alternate) – Mr. Nicodemo reported there was some confusion regarding his appointment as the alternate and so consequently he will abstain from voting on action items for the meeting. He

added that he will be reviewing the Proposed Library Budget and giving his opinion on the request for funding to the Mayor.

Foundation – Ms. Wester reported that there is a meeting next week scheduled to continue with the planning and implementation of the April 28, 2018 Speakeasy fundraiser

Legal – no report

9. Old Business

- Proposed 2018 budget

Mr. Hamer and Ms. Kajouras met with Borough Executive Secretary Rose Inguanti and Councilwoman Stephanie McGowan to review the draft budget. There was a concern about sustaining the ESL position in years to come, and so funding that position has been removed from the budget. Ms. Armacost provided suggestions for minor edits and corrections to the document.

Motion: To submit this budget to the Mayor and Council with the suggested edits.

Moved: Rodriguez Seconded: Yale

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

Motion: To approve the Personnel Policy, including revisions

Moved: Wester Seconded: Armacost

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

10. New Business

- Legal Counsel

Motion: To appoint James McCarthy as legal counsel in accordance with the following resolution.

Moved: Rizzo Seconded: Yale

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

RESOLUTION TO APPOINT LEGAL COUNSEL

WHEREAS, the Library Board has determined that it is in the best interest to retain the professional set forth in this Resolution;

WHEREAS, the Library Board is familiar with the credentials of James McCarthy and has previously found that they have the requisite professional expertise and experience to assist the Library; and

WHEREAS, the Library Board has previously appointed James McCarthy as its Legal Counsel; and

WHEREAS, the Library Board seeks to enter an agreement to retain James McCarthy for performance of professional services not to exceed the cost of \$20,000 for the year 2018;

NOW, THEREFORE, BE IT RESOLVED that James McCarthy is hereby authorized to serve as Legal Counsel for the Library.

– BCCLS Certification of Agreement

Motion: To authorize Judah Hamer and Julie Kajouras to complete the BCCLS Certification of Agreement.

Moved: Fargo Seconded: Wester

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

– New hires

Motion: To approve the appointment of Cayla D'Elia as a Page at an hourly rate of \$8.67, pursuant to Civil Service regulations.

Moved: Armacost Seconded: Wester

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

Motion: To approve the appointment of Umang Chulani as a Page at an hourly rate of \$8.67, pursuant to Civil Service regulations.

Moved: Yale Seconded: Rodriguez

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

Ms Wester questioned where we are with the Library Construction grants. Mr. Hamer stated that we'll need an architect for drawings and a needs assessment. Ms. Fargo asked if there are there architects who specialize in libraries. We are going to look at the ones that we have looked at before. Mr. Rizzo suggested possibly getting a contractor before an architect.

Ms. Wester asked how the Bulldog Academy was doing and Ms. Fargo said it was doing well.

Ms. Wester asked about the ESL position and if there's a creative way we can fund that some other way, such as through donations for this specific program of classes.

11. Adjournment

Motion: To adjourn the meeting.

Moved: Armacost **Seconded:** Yale

For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Wester, Yale

Against:

Abstain: Nicodemo

There being no further business before the Board, the meeting was adjourned at 7:53 p.m.

Respectfully submitted,



Cori Verdino