

**Rutherford Public
Special Meeting of the Library Board of Trustees
Minutes for January 3, 2011 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Janice Glock Mr. Gerry Grenier Mr. Stephen Sacco Ms. Pat Wester Ms. Ann Wilson
Absent	Ms. Brenda Fargo Ms. Nan Giblin Mayor John Hipp
Staff Present	Interim Director, Ms. Margaret Mellett
Call to Order	The meeting was called to order at 6:30 p.m. by Pat Wester.

2. Provisions of the Open Public Meetings Act

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

3. Hearing of Citizens

No citizens were present.

4. Committee Report: Finance

On December 22, 2010, the Finance Committee met to discuss 2011 Library hours as related to the 2011 Proposed Library Budget. Chairman Grenier reported that the suggested hours are within operating costs and meet State Aid requirements.

Motion: *To adjust the Library hours of service as proposed in the attachment.*

Moved: Grenier Seconded: Wilson
For: Glock, Grenier, Sacco, Wester, Wilson

Mr. Grenier said that during the mandatory furlough Fridays, the reduced hours available for processing books and materials created a backlog. He recommended that the Library be closed to the public for two consecutive Fridays to provide processing time for the staff

Motion: *To close the Library to the public on Friday, January 7, 2011, and on Friday, January 14, 2011, to allow staff to perform collection maintenance.*

Moved: Grenier Seconded: Wilson
For: Glock, Grenier, Sacco, Wester, Wilson

5. Report of the Interim Director

Ms. Mellett reported that former Borough Chief Financial Officer, Ed Cortright, notified her on December 29, 2010, that \$1,921.68 in the Library account remains available for use. Ms. Mellett also stated that the Collection Fund balance is \$8,683.

Borough Business Administrator, Corey Gallo, informed Ms. Mellett that the Preliminary Municipal Library Budget for 2011 has been set at the 2010 level of \$1,060,063 with a charge back from the Library for \$230,000. She was requested to submit a formal 2011 Proposed Library Budget request to the Mayor and Borough Council by February 1.

6. Other Report: Nominating Committee

Ms. Wilson reported that the Nominating Committee hopes to present a slate of officers at the January 19 Trustee meeting.

7. Adjournment

There being no further business before the Board, the meeting was adjourned at 6:58 p.m.

Respectfully submitted,



Patricia Wester
President