

**Rutherford Public Library Board of Trustees  
Minutes for October 15, 2018 Meeting**

**Open Meeting**

**1. Roll Call**

Trustees Present	Ms. Wendy Armacost Ms Brenda Fargo Ms. Julie Kajouras Mr. Anthony Nicodemo Ms. Krista Vellis Ms. Pat Wester (arrived 7:05) Mr. Palmer Yale
Absent	Mr. James Rizzo Ms. Monica Rodriguez
Staff Present	Mr. Judah Hamer, Director
Call to Order	The meeting was called to order at 7:01 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:** Vellis  
**For:** Armacost, Fargo, Kajouras, Nicodemo, Vellis, Yale  
**Against:**  
**Abstain:**

**B. Approval of the Minutes**

**Motion:** To approve the minutes of the September 17, 2018 open meeting.  
**Moved:** Fargo   **Seconded:** Yale

For: Armacost, Fargo, Kajouras, Nicodemo, Velis, Yale  
Against:  
Abstain:

#### **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**

Mr. Hamer shared that article from the South Bergenite featuring Jane Tarantino's story hour; he noted this piece also appeared on NorthJersey.com.

#### **6. Director's Report**

Mr. Hamer reported on his meeting with Frank Recanati, Head of the Building Department, regarding the second phase of library construction. Mr. Recanati sees no problem with the development of the concepts (glass rooms, kitchenette, etc.). Mr. Hamer also kept Jeff Jordan updated on this development. Mr. Jordan said he is still interested in doing as much of the project pro-bono; Mr. Hamer said that should there be a need for cost recovery or fee-for-service related to Mr. Jordan's work he will bring that to the Board. Mr. Hamer concluded his report on construction by noting that the implementation of the Library Construction Bond Act is still underway.

Mr. Hamer related that Steve Addeo, the Borough Arborist, will continue to clean up the plaza and the beds in front of the Library as it fits into their schedule. He is also working on a concept for plantings for next year.

Mr. Hamer noted that the Friends of the Library held their Pet Photo Contest on October 12, 2018; there were 50 entries. He also reminded the Board about the upcoming book sale and the PBA 5K that will benefit the Friends, scheduled for October 21, 2018.

Mr. Hamer reported on the WWI Memorial Ceremony having taken place the same day as the Pet Photo Contest. Rhoda Portugal has continued to serve on that Committee, providing significant support to this Borough-wide endeavor.

Mr. Hamer updated Trustees on the Foundation's annual meeting on September 27, 2018. New officers are:

Liz Fichtel – President  
Kim Bogosian – Vice President  
Jim Rizzo – Treasurer  
Julie Kajouras – Secretary

He relayed that the Foundation is working on dates for two events in 2019. They are looking to hold the Speakeasy at the Library on February 9, 2019 and the Gala at Il Villaggio in early May (date TBD). The Gala may also provide an opportunity to recognize the Library's 125<sup>th</sup> anniversary.

Mr. Hamer reported that Rhoda Portugal has taken the lead on organizing the upgrade of the time and print management software. This was completed on Columbus Day, so there was no downtime in service to the public. He added that BCCLS has implemented an online payment software within the account management module of the integrated library system. This means that when patrons log into their accounts, they can pay for fines and for lost materials with a credit card. They will collect and then turn over the funds on a quarterly basis. The end user will pay a \$.50 fee.

Mr. Hamer offered a copy of the annual audit to anyone who would like to review it.

Discussion among Board members about the condition of the auditorium ceiling ensued. Mr. Hamer will take the lead in expediting its rehabilitation. If it needs to be done before the Library Construction Act funds are made available, Trustees are fine with this.

## 7. Finance

**Motion:** To approve payment of bills enclosed in packet.  
**Moved:** Armacost                      **Seconded:** Vellis  
**For:** Armacost, Fargo, Kajouras, Nicodemo, Vellis, Wester, Yale  
**Against:**  
**Abstain:**

## 8. Other reports:

Mayor (or Alternate) – No report.

Foundation – no report

Legal – No Report

## 9. Old Business

None

## 10. New Business

None

## 11. Adjournment

**Motion:** To adjourn the meeting.

Moved: Vellis                      Seconded: Armacost

For:        Armacost, Fargo, Kajouras, Nicodemo, Vellis, Wester, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:41 p.m.

Respectfully submitted,



Cori Verdino