Rutherford Public Library Board of Trustees
Minutes for November 16, 2015 Meeting

Open Meeting

1. Roll Call

   Trustees Present
   Ms. Wendy Armacost
   Ms. Brenda Fargo
   Ms. Rose Inguanti
   Ms. Julie Kajouras
   Ms. Monica Rodriguez
   Ms. Pat Wester

   Absent
   Ms. Krista Vellis
   Mr. James Rizzo

   Staff Present
   Mr. Judah Hamer, Director

   Others present
   Mr. James McCarthy

   Call to Order
   The meeting was called to order at 7:07 p.m. by Ms. Inguanti

2. Provisions of the Open Public Meetings Act

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

3. President’s Report

   A. Agenda
      
      Motion: To approve the agenda with one change
      Moved: Armacost    Seconded: Wester
      For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
      Against: 
      Abstain:

   B. Approval of the Minutes

      Motion: To approve the minutes of the October 19, 2015 open meeting
      Moved: Fargo    Seconded: Kajouras
      For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
      Against: 
      Abstain:
Motion: To approve the minutes of the October 19, 2015 closed session meeting
Moved: Kajouras Seconded: Armacost
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

4. Hearing of Citizens

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

5. Correspondence

Thank you note from Recreation Department for the program that the Library ran for a special needs group.

6. Director's Report

Mr. Hamer reported that excavation work to lay the new sewer line went smoothly. The carpet is removed from the first floor. Cleaning is going on in the mezzanine. In addition, an easier solution to venting the new bathrooms was identified after the ceiling was opened. The ceiling tiles have been selected and the grid has been painted. Tile for the bathroom and carpet tile for the floor need to be selected as well. Plumbing and electrical rough inspection is tomorrow. Upon passing, Sedco will proceed with insulation and sheet-rocking.

Mr. Hamer reviewed the proposed budget. He fielded a question about the 2014 database activity, which was especially high due to a community research project.

The Friends of the Library two-day book sale was successful. They sort through the remaining volumes, scanning some to ship out on consignment and disposing of others through AmVets. Mr. Hamer noted that BCCLS has task forces, among them one that focuses on Friends of the Library groups. He will be speaking at their next meeting about the Friends and Foundation.

The search continues for a Technology Librarian/instructor. Mr. Hamer replied to a question about the starting salary for the position, indicating it to be about $52,000 for candidates with a Masters degree.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet
Moved: Armacost Seconded: Wester
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:
8. Executive Closed Session

None

9. Old Business:

Mr. Sedlak provided updates on the construction. Electrical and plumbing inspection are tomorrow. After tomorrow things will move more quickly. Albert is going to design specifications for the wall around the perimeter of the children's area. The order will be placed for ceiling tiles this week, and they should be arrive for installation in early December.

10. New Business

The Board discussed the Katherine A. Howe bequest $30,000 to the Foundation, expressing its appreciation. There was a comment that the Foundation should have something in writing that documents the people who donated to it.

**Motion:** To authorize Library Director to complete documents necessary for the receipt of the Katherine A. Howe bequest.

Moved: Fargo   Seconded: Kajouras
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

Ms. Inguanti formed a committee to nominate the 2016 slate of officers: Pat Wester, Brenda Fargo and Jimmy Rizzo.

There was brief discussion of hosting a holiday gathering after the December Board meeting and inviting the staff to this event.

**Motion:** To close the library early on December 21, 2015.

Moved: Rodriguez   Seconded: Inguanti
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

11. Legal Report
12. Adjournment

Motion: To adjourn the meeting
Moved: Kajouras  Seconded: Armacost
For: Armacost, Fargo, Inguanti, Kajouras, Rodriguez, Wester

There being no further business before the Board, the meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Cori Verdino