

**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

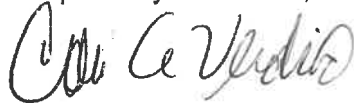
Motion: *To adjourn the meeting*

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