

**Rutherford Public Library Board of Trustees
Minutes for November 18, 2019 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Brenda Fargo Ms. Julie Kajouras Mr. Anthony Nicodemo – left 7:53pm Ms. Krista Vellis Ms. Pat Wester Mr. Palmer Yale
Staff Present	Mr. Judah Hamer, Director Mr. Jim McCarthy, Attorney
Call to Order	The meeting was called to order at 7:00 p.m. by Ms. Kajouras

2. Provisions of the Open Public Meetings Act

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

3. President's Report

A. Agenda

Motion: To approve the agenda with changes
Moved: Wester **Seconded:** Fargo
For: Fargo, Kajouras, Nicodemo, Vellis, Wester, Yale
Against:
Abstain:

B. Approval of the Minutes

Motion: To approve the minutes of the October 21, 2019 open meeting.
Moved: Yale **Seconded:** Wester
For: Fargo, Kajouras, Nicodemo, Vellis, Wester, 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 - None

6. Director's Report

Board education. Mr. Hamer spoke about the materials provided to the Board as part of their continuing education. He first discussed the trend of public libraries going fine free, touching on nuances in implementation at the local level. He added that the upcoming change in lending policy, which involves the library automatically renewing materials for patrons, would reduce the amount of fines collected. Mr. Hamer also referred to the high points related to ebook pricing for libraries, with specific references to the recent developments in this arena involving Macmillan publishers.

Circulation policy changes. Mr. Hamer reviewed the proposed changes to lending periods and renewal limits, explaining the modifications in connection with the newly revised BCCLS lending policies.

Technology. Mr. Hamer noted that new computers will be installed in the Children's department over the weekend of November 16, 2019. He related that subsequent to this completed installation the new copier and network printer will be installed.

Facilities. Mr. Hamer reported that the basement clean-out related to storage of Borough documents is done, and that in the course of preparing this area additional worn, unused furniture was removed. He added that he and Rhoda Portugal were almost done reviewing specifications for new book drop, which will be about 50% bigger than old one. Mr. Hamer also updated the Board on the replacement of one of the specialized fixtures at the circulation desk, along with a repair to a toilet and to one of the furnaces.

Mr. Hamer referred to the action item regarding Kristen Rasczyk, who used to be full time and remains on our Saturday rotation. Since she has earned her Masters in Information Science and can function as a staff Librarian, Mr. Hamer proposed appointing her to Librarian 1 at an hourly rate of \$30.54. This is the same rate as other part-time substitute librarians.

Mr. Hamer shared about the activities of the Friends of the Library. While their Pet Photo contest raised \$425 and remains popular with the community, the level of participation has waned somewhat and the Friends will rest it for a year while they reassess its viability as a part of their fundraising portfolio. Mr. Hamer enthused that the November book was very successful, having brought in \$3,161. He credited Dale Lagerenberg and Tom Bivin with handling much of the preparation and thanks Palmer Yale for his help with sale break-down.

7. Finance

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

Moved: Wester Seconded: Yale

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

Against:

Abstain:

Mr. Hamer reviewed the proposed 2020 budget, covering the high points of changes in income and expenditures. A major take-away from this budget is that in terms of programs and services, it is overall a status-quo approach to funding the current profile of library profile of services.

8. Other reports:

Foundation – No updates. January meeting to be scheduled.

Legal – Negotiations to be discussed in closed session.

9. Closed Session

WHEREAS, the "Open Public Meetings Act" requires that a public body adopt a resolution at an open meeting before going into closed session to discuss a matter which excludes the public as permitted under Section 7b;

NOW, THEREFORE, BE IT RESOLVED, that the Library Board of Trustees will hold a closed meeting on Monday, November 18, 2019 at 7:02 PM in the Library to discuss union negotiations.

BE IT FURTHER RESOLVED, that the outcome of this discussion will be disclosed to the public when there is no further need for confidentiality.

10. Old Business

- Rutherford Pride Alliance request to raise flag during Pride month (June 2020). — Tabled

11. New Business

- Employee Title Change

Motion: To appoint Kristen Rasczyk to Librarian 1 at an hourly rate of \$30.54, pursuant to Civil Service regulations.

Moved: Wester Seconded: Fargo

For: Fargo, Kajouras, Vellis, Wester, Yale

Against:

Abstain:

- Meeting time – December 16, 2019 6:30 p.m.
- Early closing

Motion: To close the Library at 6:30 p.m. on December 16, 2019.

Moved: Yale Seconded: Vellis
For: Fargo, Kajouras, Vellis, Wester, Yale
Against:
Abstain:

- Nominations committee – Brenda Fargo and Pat Wester volunteered for the committee.
- Circulation policy changes

Motion: To amend sections 2.9 and 2.10 of the Circulation Policy so that the loan periods and renewal limits are consistent with those promulgated in the BCCLS-wide circulation policy, effective February 3, 2020.

Moved: Vellis Seconded: Wester
For: Fargo, Kajouras, Vellis, Wester, Yale
Against:
Abstain:

Motion: To accept and approve the recommendations summarized on the November 18, 2019 Memorandum to the Board regarding the Union negotiations with CWA, to be included in the upcoming contracts for both bargaining units.

Moved: Yale Seconded: Vellis
For: Fargo, Kajouras, Nicodemo, Vellis, Wester, Yale
Against:
Abstain:

12. Adjournment

Motion: To adjourn the meeting.

Moved: Vellis Seconded: Wester
For: Fargo, Kajouras, Vellis, Wester, Yale
Against:
Abstain:

There being no further business before the Board, the meeting was adjourned at 8:11 p.m.

Respectfully submitted,


Cori Verdino