Rutherford Public Library Board of Trustees
Minutes for November 19, 2014 Meeting

Open Meeting

1. Roll Call

   Trustees Present
   Ms. Wendy Armacost
   Mr. Jack Hurley
   Ms. Rose Inguanti
   Ms. Julie Kajouras
   Ms. Monica Rodriguez
   Ms. Pat Wester

   Absent
   Mr. James Rizzo
   Ms. Krista Vellis

   Staff Present
   Mr. Judah Hamer, Director

   Others present
   Mr. Jim 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 revised agenda
      Moved: Rodriguez Seconded: Wester
      For: Armacost, Hurley, Inguanti, Kajouras, Rodriguez, Wester
      Against:
      Abstain:

   B. Approval of the Minutes
      Motion: To approve the minutes of the October 15 open meeting
      Moved: Armacost Seconded: Kajouras
      For: Armacost, Inguanti, Kajouras, Rodriguez
      Against:
      Abstain: Wester, Hurley
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
None.

6. Director's Report
Mr. Hamer pointed out that there are a number of tasks that aren't included within the scope of the construction project. He is getting quotes for these tasks.

The 3M security system would cost approximately $15,000 to reinstall. Mr. Hamer recommended that it not be done until we've evaluated its value relative to the losses we might suffer. In the interim, dummy cameras will be installed after the renovation.

It is anticipated that the Library will have to be closed for three days to accomplish the moving tasks. Mr. Hamer will hire temporary help using the "Library Monitor" title to move shelves and books and to pack items to be stored in boxes on the mezzanine.

7. Committee Reports

A. Finance
Motion: To approve payment of bills enclosed in packet with 5 additions
Moved: Hurley Seconded: Wester
For: Armacost, Hurley, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

8. Other Reports

A. Mayor
None.

B. Foundation
The "Meet and Greet" event was a success.

C. Legal
Mr. McCarthy gave an update on the construction project. There were adjustments required to the original RFP (i.e. modified insurance requirements) that necessitated pushing the bid due date to November 24.

18 firms attended the walk-through in late October.
There was a discussion of the affect of prevailing rates on public job sites and the significant impact these can have on the cost of a project. It was pointed out that these rates apply only to wages and not to supplies and products such as furniture. Every effort will be made to minimize the impact of prevailing rates, such as hiring the aforementioned temporary help to do the moving tasks.

An agent will be contracted to secure millwork, carpeting and other items which will result in cost savings for the Library.

9. Old Business

A. 2015 Budget
The Board complimented Mr. Hamer on his crafting of the proposed cover letter. A detailed budget rather than a summary will be submitted.

Motion: To approve submission of the proposed 2015 budget and cover letter to the Mayor, Council and Borough Administrator.
Moved: Hurley Seconded: Kajouras
For: Armacost, Hurley, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:

10. New Business

A. Addition to BCCLS
Mr. Hamer presented the pros and cons of adding a library to BCCLS.

Motion: To authorize the Director to approve admission of the West Orange Public Library to the Bergen County Cooperative Library System (BCCLS).
Moved: Armacost Seconded: Rodriguez
For:
Against: Armacost, Hurley, Inguanti, Kajouras, Rodriguez, Wester
Abstain:

B. Construction Project

Motion: To authorize the payment of $21,240 to AA Architectural for the completion of Phase 2 of the contract.
Moved: Armacost Seconded: Kajouras
For: Armacost, Hurley, Inguanti, Kajouras, Rodriguez, Wester
Against:
Abstain:
11. Adjournment

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

There being no further business before the Board, the meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Rose Inguanti
President