

**Rutherford Public Library Board of Trustees
Minutes for December 16, 2019 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Julie Kajouras Mr. Jimmy Rizzo – arrived 6:37 Ms. Krista Vellis Ms. Pat Wester Mr. Palmer Yale
Absent	Ms. Brenda Fargo Mr. Anthony Nicodemo Ms. Monica Rodriguez
Staff Present	Mr. Judah Hamer, Director
Call to Order	The meeting was called to order at 6:35 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 as written
Moved: Armacost **Seconded:** Wester
For: Armacost, Kajouras, Vellis, Wester, Yale
Against:
Abstain:

B. Approval of the Minutes

Motion: To approve the minutes of the November 18, 2019 open meeting.
Moved: Vellis **Seconded:** Yale
For: Kajouras, Vellis, Wester, Yale
Against:
Abstain: Armacost

C. Approval of the Minutes

Motion: To approve the minutes of the November 18, 2019 closed session meeting.

Moved: Yale **Seconded:** Vellis

For: Kajouras, Vellis, Wester, Yale

Against:

Abstain: Armacost

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

Mr. Hamer sought input for the draft of the 2020 budget appropriation request to the Mayor & Council. He indicated the timing of submission is the first half of January, after the Council's annual re-organization meeting.

Mr. Hamer shared that he is working with the Foundation accountant Steve Weinstein to expedite the filing of taxes and the annual New Jersey Charitable Registration Form.

Mr. Hamer reported that both the computers in the children's area and the new copiers have been installed. Additionally, the new book drop is in place thanks to Nabil Farag, who anchored it to the plaza outside the Library.

Mr. Hamer noted that an on-demand heater has been installed in the Glass Room. He said that AES, Inc. will in the spring install a ductless air conditioning unit in that space. This installation will be done because the AES, Inc. solution implemented last summer did not succeed. Jerzy Vega, owner of AES, Inc. has said they will waive the charges for this additional air conditioning repair.

Attorney Jim McCarthy and Mr. Hamer have worked to complete the new Supervisory and Non-supervisory 2020-2022 contracts for CWA Local 1031 based on the proposal reviewed by the Board at its last meeting. There is a motion under Old Business to authorize the execution of these contracts.

Mr. Hamer relayed that The Friends of the Library have approved the annual request for \$16,250 at their December 3, 2019 meeting. He commented on their hard work and generosity, also sharing how appreciative he and the staff are of their working relationships with the Friends.

Mr. Hamer commented that Bridget Merli and Nancy Martin are working on the back-end changes that need to be made in our integrated library system in order to implement new loan periods. He noted that this is a major project.

7. Finance

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

8. Other reports:

Nominating – Election of Officers

Motion: To approve the nomination and election of Julie Kajouras as President, effective January 1, 2020.

Moved: Armacost **Seconded:** Yale
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

Motion: To approve the nomination and election of Wendy Armacost as Vice President, effective January 1, 2020.

Moved: Vellis **Seconded:** Yale
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

Motion: To approve the nomination and election of James Rizzo as Treasurer, effective January 1, 2020.

Moved: Armacost **Seconded:** Wester
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

Motion: To approve the nomination and election of Pat Wester as Secretary, effective January 1, 2020.

Moved: Rizzo **Seconded:** Yale
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

Foundation – No updates. January meeting to be scheduled.

Legal – No report

9. Old Business

- Union Contracts
Motion: To authorize the President and Secretary to sign a three-year contract, for years 2020 through 2022, with the Supervisory and Non-Supervisory bargaining units of CWA Local 1031
Moved: Rizzo Seconded: Armacost
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

- Request to serve as emergency evacuation site.
Motion: To authorize Director to develop a Memorandum of Understanding whereby Rutherford Public Library serves as an evacuation site for The Children's Place Early Care & Learning Center, 276 Park Ave, Rutherford NJ 07070.
Moved: Yale Seconded: Wester
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

10. New Business

Mr. Hamer distributed a list of the 2019 Board of Trustee Meeting dates and the audit for the 2018 fiscal year.

11. Adjournment

Motion: To adjourn the meeting.
Moved: Armacost Seconded: Vellis
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain:

There being no further business before the Board, the meeting was adjourned at 7:01 p.m.

Respectfully submitted,


Cori Verdino