

**Rutherford Public Library Board of Trustees
Minutes for December 17, 2018 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Julie Kajouras Mr. Anthony Nocidemo Ms. Monica Rodriguez Ms. Krista Vellis Ms. Pat Wester Mr. Palmer Yale
Absent	Ms. Brenda Fargo Mr. James Rizzo
Staff Present	Mr. Judah Hamer, Director
Call to Order	The meeting was called to order at 6:32 p.m. by Ms. Kajouras

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 additions.
Moved: Vellis **Seconded:** Armacost
For: Armacost, Kajouras, Nicodemo, Rodriguez, Vellis, Yale
Against:
Abstain:

B. Approval of the Minutes

Motion: To approve the minutes of the November 19, 2018 open meeting.
Moved: Yale **Seconded:** Armacost
For: Armacost, Kajouras, Nicodemo, Rodriguez, Wester, Vellis, 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

Mr. Hamer reported on facilities:

- flame failures in both of the furnaces were recently remedied;
- community service workers are painting the auditorium and should be finished in two weeks.

Mr. Hamer noted that a draft of the appropriation request from the Board of Trustees to the Mayor and Council was included in the packet. He indicated this communication will be forwarded to the Mayor and Council in early January, once year-end statistics are complete.

Mr. Hamer related how Nancy Martin is training the new Library Associates and the entire staff has been learning the new integrated library system software. Ms. Martin and Ms. Cassaro are taking the lead on this staff-wide training.

Rhoda Portugal and Mr. Hamer have been working with Coordinated Technologies, Inc. on the installation of new computer workstations. Installation was completed in the first week of December.

Mr. Hamer highlighted the Nutcracker performance sponsored by the Friends of the Library. 275 community members attended.

7. Finance

Motion: To approve payment of bills enclosed in packet with additions.
Moved: Armacost **Seconded:** Wester
For: Armacost, Kajouras, Nicodemo, Rodriguez, 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, 2019, pending re-appointment to the Board.

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

Motion: To approve the nomination and election of Wendy Armacost as Vice President, effective January 1, 2019.

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

Motion: To approve the nomination and election of James Rizzo as Treasurer, effective January 1, 2019.

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

Motion: To approve the nomination and election of Pat Wester as Secretary, effective January 1, 2019.

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

Mayor (or Alternate) – Appointments to the Board will be made in the New Year.

Foundation – Gala is now May 11th, due to a conflict with Relay for Life.

Legal – No Report

9. Old Business

Motion: To authorize the Director to submit the final version of the request for appropriation to Mayor & Council in January 2019.

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

Motion: To make the following budget transfer: \$6,000 from General Administration to Personnel.

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

Motion: To amend the 2018 budget by adding the \$13,000 Income line "Capital Fund."

Moved: Armacost **Seconded:** Vellis

For: Armacost, Kajouras, Nicodemo, Rodriguez, Vellis, Wester, Yale

Against:

Abstain:

10. New Business

— 2019 Meeting Dates

Mr. Hamer pointed out the deviations from the third Monday of the month: January, February and August.

January 28, 2019
February 11, 2019
March 18, 2019
April 15, 2019
May 20, 2019
June 17, 2019

July 15, 2019
August 12, 2019
September 16, 2019
October 21, 2019
November 18, 2019
December 16, 2019

11. Adjournment

Motion: To adjourn the meeting.

Moved: Armacost **Seconded:** Wester

For: Armacost, Kajouras, Nicodemo, Rodriguez, Vellis, Wester, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:02 p.m.

Respectfully submitted,



Cori Verdino