

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

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Brenda Fargo Ms. Rose Inguanti Ms. Julie Kajouras (arrived at 7:30 p.m.) Mr. James Rizzo (arrived at 7:30 p.m.) Ms. Monica Rodriguez Ms. Krista Vellis
Absent	Ms. Pat Wester
Staff Present	Mr. Judah Hamer, Director
Others present	Mr. Jim McCarthy
Call to Order	The meeting was called to order at 7:16 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 corrections*
Moved: Armacost **Seconded:** Fargo
For: Armacost, Fargo, Inguanti, Rodriguez, Vellis
Against:
Abstain:

B. Approval of the Minutes

Motion: *To approve the minutes of the January 15 open meeting*
Moved: Fargo **Seconded:** Rodriguez
For: Armacost, Fargo, Inguanti, Rodriguez
Against:
Abstain: Vellis

Motion: *To approve the minutes of the January 15 closed meeting*
Moved: Rodriguez **Seconded:** Fargo
For: Armacost, Fargo, Inguanti, Rodriguez
Against:
Abstain: Vellis

Motion: *To approve the minutes of the January 29 open meeting*
Moved: Armacost **Seconded:** Rodriguez
For: Armacost, Inguanti, Rodriguez, Vellis
Against:
Abstain: Fargo

4. Eagle Scout Presentation

Jack Inguanti proposed a project to clean up and enhance the Library's back courtyard. Scout Troop 166 would remove debris, trim overgrown shrubs and clean walkways. Sustainable, low-maintenance plantings, hopefully donated by a local nursery, would be planted and the entire area mulched. Solar lighting would be added. This project is scheduled to be approved by the Scouts in early March. The Board voted in favor of the project, which would take place over several weekends in May and June.

Motion: *To preliminarily approve the project proposed by Jack Inguanti*
Moved: Fargo **Seconded:** Vellis
For: Armacost, Fargo, Inguanti, Kajouras, Rizzo, Rodriguez, Vellis
Against:
Abstain:

5. Hearing of Citizens

Ms. Inguanti opened the hearing of the citizens. As no citizens present chose to speak, the hearing was closed.

6. Old Business

A Rice Notice was issued to Marianne Sulling. Ms. Sulling opted to have this discussion in open session. A memo detailing the disciplinary action was provided to the Board by Mr. Hamer prior to this Board meeting. Mr. McCarthy explained the step by step process that would take place.

Motion: *To authorize Mr. Hamer to proceed with the termination process through Civil Service*
Moved: Rizzo **Seconded:** Kajouras
For: Armacost, Fargo, Inguanti, Kajouras, Rizzo, Rodriguez, Vellis
Against:
Abstain:

7. Correspondence

None.

8. Director's Report

Mr. Hamer and staff will make field visits this week to libraries in Millburn, Glen Ridge and Cliffside Park to review their unified service points.

AES has completed some repairs on the HVAC system including oiling the pumps. Honeywell needs to provide log-ins to allow us to better balance the system. There are pending issues with the A/C unit on the top floor.

Mr. Hamer continues to work on the State Aid report.

The Friends of the Library book sale is scheduled for April 26.

Against:

Abstain:

RETURN TO OPEN SESSION

The return to Open Session was at 8:29 p.m.

12. New Business

Ms. Inguanti raised the issue of the Library being used as an emergency shelter. There was a discussion regarding the circumstances under which this might occur, and the nature of the relationship between the Library and the Borough under such circumstances. Of particular concern is the expected role of the Library staff. The Policy Committee and Mr. McCarthy will work together to draft a policy to address this issue.

13. Adjournment

Motion: *To adjourn the meeting.*

Moved: Armacost

Seconded: Kajouras

For: Armacost, Fargo, Inguanti, Kajouras, Rizzo, Rodriguez, Vellis

There being no further business before the Board, the meeting was adjourned at 8:55 p.m.

Respectfully submitted,



Rose Inguanti
President