

**Rutherford Public Library Board of Trustees
Minutes for March 20, 2013 Meeting**

Open Meeting

1. Roll Call

Trustees Present Ms. Wendy Armacost
 Ms. Brenda Fargo
 Mr. Gerry Grenier
 Ms. Rose Inguanti
 Ms. Julie Kajouras
 Ms. Monica Rodriguez
 Ms. Krista Vellis
 Ms. Pat Wester

Absent

Staff Present Mr. Judah Hamer, Director

Call to Order The meeting was called to order at 7:10 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 additions*

Moved: Fargo Seconded: Wester

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

B. Approval of the Minutes

Motion: *To approve the minutes of the February 20 open meeting*

Moved: Wester Seconded: Fargo

For: Fargo, Grenier, Inguanti, Kajouras, O'Connor, Wester

Against:

Abstain: Armacost, Rodriguez, Vellis

4. Hearing of Citizens

None.

5. Correspondence

None.

6. Director's Report

Mr. Hamer received two estimates for the audit. Ferraioli, Wielkotz, Cerullo & Cuva estimated at \$2000; Lerch, Vinci & Higgins estimated at \$2500. Mr. Hamer recommends the former.

The transfer of accounts from Lakeland Bank to Wells Fargo Bank is nearly complete.

The annual State report is finished and submitted.

There will be a new Trustee orientation at the Hasbrouck Heights Library on May 14 at 6:30 p.m. Attendance will count towards the 7 hours of continuing education required of the Board each year.

Two new Library Pages and a Library Associate have been identified. We have applications coming in for the Library Monitor position. Suzi DeMatio is resigning in April and one staff member will be going on maternity leave.

The energy audit has been completed and we are waiting for the report.

Five architectural firms have been given a walk through and have expressed interest in the project.

Mr. Hamer and Ms. Mellett have been working on collection development.

The Friends of the Library will hold a garden party fundraiser on May 4.

Mr. Grenier pointed out the need for a meeting between the Friends and the Foundation to clarify roles.

7. Committee Reports

Mr. Grenier noted that the 2013 Budget was included in the packet.

There was a discussion of the invoice for the Junior Library Guild.

A. Finance

Motion: *To approve payment of bills enclosed in packet*

Moved: Wester

Seconded: Rodriguez

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

Mr. Grenier reported that the Foundation Gala netted \$23,900.

The Merrill Lynch fund stands at \$461,837. There was a discussion of what to do with a CD that will come due in September.

8. Other Reports

A. Mayor

Ms. Inguanti welcomed Ms. Vellis as the Mayor's alternate.

B. Foundation

Ms. Wester reported on the follow up meeting of the Gala committee. It has been decided

to hold another Gala in 2014, with the date and theme to be decided. Follow up "thank you" letters are being sent to all donors with personalized notes where appropriate.

9. Executive 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 Wednesday, March 20, 2013 at 7:40 p.m. in the auditorium 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.

Motion: *To go into Closed Session*

Moved: Armacost

Seconded: Wester

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

RETURN TO OPEN SESSION

The return to Open Session was at 8:07 p.m.

10. Old Business

A. New Hires - Pages

Motion: *To approve the appointment of Sally Kim as a Library Page at a rate of \$7.25/hr.*

Moved: Wester

Seconded: Armacost

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

Motion: *To approve the appointment of Joseph Buell as a Library Page at a rate of \$7.25/hr.*

Moved: Fargo

Seconded: Kajouras

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

B. New Hire - Library Associate

Motion: *To approve the appointment of Lauren Walsh as a Library Associate at a rate of \$11.40/hr.*

Moved: Grenier

Seconded: Wester

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester
Against:
Abstain:

It was decided that the joint meeting between the Friends and the Foundation will be postponed until after the architect presentations are completed.

11. New Business

The architects' presentations will be scheduled for April 17, April 24 and May 1.

The new Board member orientation will be scheduled when Ms. Glock's replacement is appointed.

There was a request from a Girl Scout troop to sell cookies in front of the Library on one Saturday. The Board decided not to approve this request.

Mr. Hamer was authorized to hire another Library Associate in place of a Library Assistant.

Motion: *To approve contracting with Ferraioli, Wielkotz, Cerullo & Cuva to complete the FY 2012 audit at an estimated cost of \$3000.*

Moved: Fargo

Seconded: Wester

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

12. Adjournment

Motion: *To adjourn the meeting.*

Moved: Kajouras

Seconded: Wester

For: Armacost, Fargo, Grenier, Inguanti, Kajouras, Rodriguez, Vellis, Wester

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Rose Inguanti
President