

**Rutherford Public Library Board of Trustees
Minutes for March 20, 2017 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Mr. Jack Hurley Ms. Julie Kajouras Mr. Anthony Nicodemo Ms. Monica Rodriguez Ms. Krista Vellis Mr. Palmer Yale
Absent	Mr. James Rizzo Ms. Pat Wester
Staff Present	Mr. Judah Hamer, Director
Others present	Mr. Jim McCarthy
Call to Order	The meeting was called to order at 7:12 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
Moved: Armacost **Seconded:** Vellis
For: Armacost, Fargo, Kajouras, Nicodemo, Rodriguez, Vellis, Wester, Yale
Against:
Abstain:

B. Approval of the Minutes

Motion: To approve the minutes of the February 13, 2017 open meeting
Moved: Rodriguez **Seconded:** Armacost
For: Armacost, Kajouras, Rodriguez, Vellis, Yale
Against:
Abstain: Nicodemo, Hurley

Motion: To approve the minutes of the February 13, 2017 closed meeting
Moved: Armacost **Seconded:** Vellis
For: Armacost, Kajouras, Rodriguez, Vellis, Yale
Against:
Abstain: Nicodemo, Hurley

Motion: To approve the minutes of the February 27, 2017 open meeting
Moved: Vellis **Seconded:** Rodriguez
For: Armacost, Fargo, Kajouras, Rodriguez, Vellis, Wester, Yale
Against:
Abstain: Nicodemo, Hurley

Motion: To approve the minutes of the February 27, 2017 closed meeting
Moved: Vellis **Seconded:** Yale
For: Armacost, Fargo, Kajouras, Rodriguez, Vellis, Yale
Against:
Abstain: Nicodemo, Hurley

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 that the Union ratified the contract, and that he and bookkeeper Rich Breuer will expedite the calculation and payment of back wages. The next step is for the final contract to be prepared by counsel and signed by the negotiating parties.

Last Monday Mr. Hamer gave an overview of the budget with the Mayor & Council, along with other agency and department heads. Mr. Hamer submitted the state annual report went in last week.

Mr. Rizzo and Kim Bogosian met with Mr. Hamer to assemble information about the Gala honoree Michael & Tracy Paskas. The mailing list has been revised and the invitation preparation is in process.

Librarians Rhoda Portugal, Sara Keegan, and Judah Hamer are lining up the details for the computer upgrade and installation.

Mr. Hamer mentioned that The Friends of the Library Edible Book Festival is scheduled for Saturday from 10am-3pm, with judging slated for 1 p.m. The Friends' spring book sale is scheduled for April 28, 29 and May 1.

Mr. Hamer mentioned the Library has been short staffed due to staff illness, noting that the flexibility of the staff have helped to provide continuous coverage.

Mr. Hamer reported on meeting with Rose Inguanti and an agent from the Borough's insurance company; the upshot of this meeting it that the personnel manual will editing and re-organizing in order to comply with some requirements of the insurance company. The re-organization will enable the Library to review its policy alongside that of the Borough. Mr. McCarthy noted that PIA, the insurance company, covers both the Library and the Board. Ms. Rodriguez asked what other libraries have their own policies, and Mr. Hamer replied that he will inquire. Mr. McCarthy noted that the Collective Bargaining Agreement will not be impacted by this policy change.

Mr. Hamer reported on the news about the Rochelle Park Library, which is an association library. As a BCCLS member Library, it must be funded at the third of a mill. The Rochelle Park Library Board of Trustees wrote a letter that they are functioning as a town department, not a Library. This is in violation of BCCLS by-laws, and the consortium has moved to restrict Rochelle Park's access to the System, limiting internet access and materials sharing. The next step BCCLS will likely take is removal of The Rochelle Park Library.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet with two additions
Moved: Rodriguez **Seconded:** Armacost
For: Armacost, Nicodemo, Hurley, Kajouras, Rodriguez, Vellis, Yale
Against:
Abstain:

8. Other reports:

Mayor (or Alternate) – No report

Foundation – Mr. Hamer noted that the main task for Board members is now Gala ticket sales.

Legal

9. 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 Monday, March 20, 2017 at 8:03 PM in the Library to discuss contract matters.

BE IT FURTHER RESOLVED, that the outcome of this discussion will be disclosed to the public when there is no further need for confidentiality.

10. Old Business

Mr. McCarthy reported on the Memo to the Board of Education (BoE) from the last meeting to now, and its review by BoE and the Mayor. There was discussion of access to the auditorium. Also discussed was use of the unsecured public wifi network by the BoE with the understanding that it won't be a draw on the bandwidth and that it is not a secured system. There was a review of the restricted access to the BoE space in the downstairs area and the Library space. Mr. Hurley mentioned that this will be a small group of students and faculty, so the overall occupation is projected to be modest, and likely to be three (3) students in the first year. The BoE will be spending about \$130,000 in improvements, which are on a tight timeline. Ms. Armacost mentioned communication should be tight so that everyone is on the same page.

Mr. Hurley mentioned that BoE would like to invite out of district students to see what it will look like and maybe they will be interested in coming back. He added that at the end of three (3) years we will have a better idea of what will be fair going forward. He described the program as designed for 18-21 year-olds and focused on teaching life- and job-related skills.

Motion: To authorize council to prepare a shared services agreement with the Board of Education consistent with council's memos of 3/24/17 and 3/3/17 with the revision that the proposed utility charges be waived for the term of the shared services agreement.

Moved: Rodriguez

Seconded: Nicodemo

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

Against:

Abstain: Hurley

11. New Business

Motion: To approve the engagement of Ferraioli, Wielkocz, Cerullo and Cuva, P.A. to complete the audit for the Library at a cost not to exceed \$3,550.

Moved: Rodriguez Seconded: Armacost

For: Armacost, Nicodemo, Kajouras, Rodriguez, Yale

Against:

Abstain:

12. Adjournment

Motion: To adjourn the meeting

Moved: Yale Seconded: Nicodemo

For: Armacost, Nicodemo, Hurley, Kajouras, Rodriguez, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 8:21 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cori Verdino". The signature is written in a cursive style with a large initial "C".

Cori Verdino