

**Rutherford Public Library Board of Trustees  
Minutes for March 21, 2016 Meeting**

**Open Meeting**

**1. Roll Call**

Trustees Present	Mr. Anthony Nicodemo Ms. Brenda Fargo Ms. Rose Inguanti Ms. Julie Kajouras Mr. James Rizzo Ms. Monica Rodriguez Ms. Krista Vellis
Absent	Ms. Wendy Armacost
Staff Present	Mr. Judah Hamer, Director
Others present	Mr. James McCarthy Ms. Pat Wester
Call to Order	The meeting was called to order at 7:02 p.m. by Ms. Inguanti

**2. Provisions of the Open Public Meetings Act**

Mr. Hamer read the provisions of the Open Public Meetings Act.

**3. President's Report**

**A. Agenda**

**Motion:** To approve the agenda with changes.  
**Moved:** Rizzo                      **Seconded:** Fargo  
**For:** Nicodemo, Fargo, Inguanti, Kajouras, Rizzo, Rodriguez, Vellis  
**Against:**  
**Abstain:**

**B. Approval of the Minutes**

**Motion:** To approve the minutes of the February 22, 2016 meeting.  
**Moved:** Rodriguez                      **Seconded:** Kajouras  
**For:** Fargo, Inguanti, Kajouras, Nicodemo, Rizzo, Rodriguez  
**Against:**  
**Abstain:** Vellis



## 8. Other reports:

- Renovations. Joseph Sedlak of Sedco reported.
  - Lighting. He is working on final development of the lighting budget with the changes to the specifications for fixtures. The bridge area under the mezzanine will stay with the original plan of recessed LED strip lights because a slight modification enables the installation to be done without interfering with any trusses. Surface mounted LED fixtures are being researched for the east and west sides of under the mezzaning.
  - Among the punch list items that need to be completed is some tile work in the new bathrooms and surrounding area.
  - Mr. Sedlak is in receipt of the plans for the millwork and will submit a proposal. There was discussion regarding various finishes for the front that will be durable and can be repaired if damaged.
  - The doors to the bathrooms were ordered over a month ago, and Sedco is still waiting for them to come in.
  - Ms. Inguanti asked if there's anything that the Board can do to move things along. Mr. Sedlak replied that he is working on the door vendor as well as the lighting specifications, and that the only thing that might hold up are the linear lights under the bridge because of lead-time on the material.
  - Mr. McCarthy suggested that Mr. Sedlak get information from the carpet company to make sure that whatever he does to install the lights, it doesn't void the warranty on the carpet.

Mr. Rizzo stated that the wait times are extensive and we should review what credits are due to the Library due to cost-saving change orders. He suggested the Board explore lighting options for under the mezzanine itself. He also noted the need to price out the millwork that needs to be completed.

Mr. McCarthy is going address an issue with Sedco regarding the electrician, and he will work out the change orders and what credits exist.

- Mayor (or Alternate) – no report
- Foundation – Ms. Wester read a letter that she wrote to the Bergenite regarding the renovation. The Gala committee had a productive kick-off meeting. The Gala is on May 7, with the Honoree being Sheila McPherson. Discussion ensued regarding the set-up of the Foundation and the cross-over Board members and how this configuration work well and keeps Foundation activity moving forward and also aligned with the director of the Library and its Board.
- Legal – No additional report

## 9. Old Business

Furniture and shelving for the children's room

**Motion:** To authorize the expenditure of up to \$12,000 in capital funds for children's room furnishings.  
**Moved:** Kajouras      **Seconded:** Rizzo  
**For:** Fargo, Inguanti, Kajouras, Nicodemo, Rizzo, Rodriguez, Vellis  
**Against:**  
**Abstain:**

## 10. New Business

- Annual audit

**Motion:** To approve the engagement of Ferraioli, Wielkotz, Cerullo and Cuva, P.A. to complete the audit for the Library at a cost of \$3,260.

Moved: Rodriguez                      Seconded: Kajouras

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

Against:

Abstain:

- Telephone system – covered in the Director's report

- August meeting – reschedule for August 22, 2016

## 11. Adjournment

**Motion:** To adjourn the meeting

Moved: Rizzo                      Seconded: Vellis

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,



Cori Verdino