Rutherford Public Library Board of Trustees
Minutes for April 16, 2014 Meeting

Open Meeting

1. Roll Call

Trustees Present
Ms. Wendy Armacost (arrived 7:10 p.m.)
Ms. Brenda Fargo
Ms. Rose Inguanti
Mr. James Rizzo
Ms. Monica Rodriguez
Ms. Krista Vellis
Ms. Pat Wester

Absent
Ms. Julie Kajouras

Staff Present
Mr. Judah Hamer, Director

Others present
Mr. Jim McCarthy (arrived 7:15 p.m.)

Call to Order
The meeting was called to order at 7:04 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 two additions
Moved: Fargo Seconded: Rodriguez
For: Fargo, Inguanti, Rizzo, Rodriguez, Vellis, Wester
Against:
Abstain:

B. Approval of the Minutes

Motion: To approve the minutes of the March 19 open meeting
Moved: Fargo Seconded: Rizzo
For: Fargo, Inguanti, Rizzo
Against:
Abstain: Rodriguez, Vellis, Wester

Motion: To approve the minutes of the March 19 closed meeting
Moved: Seconded:
For: Fargo, Inguanti, Rizzo
Against:
Abstain: Rodriguez, Vellis, Wester
4. Hearing of Citizens
Ms. Inguanti opened the hearing of the citizens. As no citizens were present to speak, the hearing was closed.

5. Correspondence
None.

6. Director's Report
Circulation is doing well in spite of the Library being understaffed. Training will begin shortly on new BCCLS software. We will maintain calendars on both BCCLS and our own website. This is done by staff during downtime in the evening.

New filters were installed on the HVAC and investigation into the refrigerant leak is ongoing. Both the leak and the alarm will be fixed.

Work continues on reorganizing the storage area and discarding outdated reference materials.

The Foundation has not yet given the Library the requested financial reports for the Gala.

Mr. Hamer has been appointed to the Municipal Alliance Committee.

The Rutherford Downtown Partnership is having a summer kickoff event in June and the Library will participate.

Mr. Hamer handed out the transcript of a speech he gave to commemorate the 125th Anniversary of the Woman's Club of Rutherford.

7. Committee Reports

   A. Finance
   Motion: To approve payment of bills enclosed in packet with two additions
   Moved: Armacost          Seconded: Fargo
   For: Armacost, Fargo, Inguanti, Rizzo, Rodriguez, Vellis, Wester
   Against:
   Abstain:

8. Other Reports
None.
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, April 16, 2014 at 7:20 p.m. in the auditorium to discuss personnel and legal 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.

Motion: To go into Closed Session
Moved: Wester
Seconded: Fargo
For: Armacost, Fargo, Inguanti, Rizzo, Rodriguez, Vellis, Wester
Against:
Abstain:

RETURN TO OPEN SESSION
The return to Open Session was at 8:31 p.m.

10. Old Business

Motion: To approve the updates and changes to The Rutherford Public Library Procedures & Guidelines on Safety, Security and Disaster Planning as presented by Policy Committee
Moved: Fargo
Seconded: Rodriguez
For: Armacost, Fargo, Inguanti, Rizzo, Rodriguez, Wester
Against:
Abstain:

11. New Business

A. Eagle Scout Landscaping Project
Ms. Inguanti reported that the proposed project was reviewed and approved by the local Scouts board and will go to the district board for final approval.
B. Personnel

Motion: To appoint Margaret Mellett to a full time Librarian position on track to promotion to a Senior Librarian position pursuant to Civil Service procedures
Moved: Wester Seconded: Armacost
For: Armacost, Fargo, Inguanti, Rizzo, Rodriguez, Wester
Against:
Abstain:

Motion: To authorize Rose Inguanti to accept, on behalf of the Board, the resignation of Marianne Sulling pursuant to the termination agreement
Moved: Armacost Seconded: Rodriguez
For: Armacost, Fargo, Inguanti, Rizzo, Rodriguez, Wester
Against:
Abstain:

12. Adjournment

Motion: To adjourn the meeting
Moved: Wester Seconded: Armacost
For: Armacost, Fargo, Inguanti, Rizzo, Rodriguez, Wester

There being no further business before the Board, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Rose Inguanti
President