

**Rutherford Public Library Board of Trustees
Minutes for April 17, 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

Absent: Ms. Krista Vellis
Ms. Pat Wester

Staff Present: Mr. Judah Hamer, Director

Call to Order: The meeting was called to order at 7:03 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*

Moved: Armacost Seconded: Kajouras

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

Against:

Abstain:

B. Approval of the Minutes

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

Moved: Fargo Seconded: Grenier

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

Against:

Abstain:

Motion: *To approve the minutes of the March 20 closed meeting*

Moved: Grenier Seconded: Fargo

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

Against:

Abstain:

4. Hearing of Citizens

None.

5. Correspondence

Mr. Hamer read a letter from a donor to the Foundation.

6. Director's Report

Mr. Hamer is moving ahead with ordering the iPads and PCs that are in the budget for the Children's Room. He is moving some of the computers around to conserve cabling costs. Mr. Grenier spoke about an iPad kiosk that was displayed at the American Libraries Association meeting.

The staff has been allowed to take home some technology equipment to familiarize themselves with it so they can better assist patrons.

Mr. Hamer is in the process of better organizing the documentation on our technology licenses.

The Union is meeting tomorrow night to vote on the new contract. Mr. Hamer will send a copy out to each Board member.

Mr. Hamer continues to recruit for the Library Monitor position, utilizing online resources and local colleges. A new hire is starting next week and one person who was offered a position declined. There is an option to convert one position to a Library Page for the summer.

There has been a lot of progress in clearing out the basement.

The Friends are organizing their Book Sale and Garden Party. The Garden Party planning is going well and the Friends have a goal to raise more than \$3,000.

There was a discussion of an article included in the packet on the Montclair Library that highlighted the changing role of libraries in the community.

There was a discussion of the reduction in circulation attributed primarily to the Passaic Open Borrowing program.

7. Committee Reports

A. Finance

Motion: *To approve payment of bills enclosed in packet with one addition*

Moved: Kajouras Seconded: Armacost

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

Against:

Abstain:

8. Other Reports

A. Foundation

Mr. Hamer and Mr. Grenier refined the workflow for Foundation bookkeeping.

B. Legal

Mr. Hamer consulted with Jim McCarthy regarding the differences between the Borough's Policy and Procedures Manual and the Library's.

9. Architect's Presentation

Mr. John "Jak" Inglese from Inglese Architecture and Engineering met the Board and provided an overview of his firm. He described the typical scope of work and projects undertaken by his firm, and he discussed preliminary ideas for interior modifications to the Library. Board members asked several questions based on this presentation. The Trustees engaged in a brief discussion about the presentation after Mr. Inglese departed.

10. Adjournment

Motion: *To adjourn the meeting.*

Moved: Kajouras

Seconded: Rodriguez

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

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

Respectfully submitted,



Rose Inguanti
President