

DRAFT

**Rutherford Public Library Board of Trustees
Minutes for April 20, 2015 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Brenda Fargo Ms. Julie Kajouras Mr. James Rizzo Ms. Krista Vellis Ms. Pat Wester
Absent	Mayor Joseph DeSalvo Ms. Rose Inguanti Ms. Monica Rodriguez
Staff Present	Mr. Judah Hamer, Director
Others present	Mr. Jim McCarthy Mr. Adalbert Albu
Call to Order	The meeting was called to order at 7:10 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 as revised.*

Moved: Armacost Seconded: Vellis

For: Armacost, Fargo, Kajouras, Vellis, Wester

Against:

Abstain: Rizzo

B. Approval of the Minutes

Motion: *To approve the minutes of the March 16 open meeting as revised.*

Moved: Wester Seconded: Armacost

For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester

Against:

Abstain:

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Motion: *To approve the minutes of the March 16 closed meeting.*
Moved: Fargo **Seconded:** Rizzo
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester
Against:
Abstain:

4. Hearing of Citizens

Ms. Kajouras opened the hearing of the citizens. As no citizens were present to speak, the hearing was closed.

5. Correspondence

A thank you note was received from the Meadowlands Museum.

6. Director's Report

The Library experienced a telephone outage that lasted a few days. Mr. Hamer is researching replacement phone systems which can be installed after completion of construction. The funds for this project have been budgeted.

Mr. Hamer will invite two members of the Presbyterian Church to the Gala since they have been increasingly generous with their donations in past years and recently donated \$2500.

Mr. Hamer is having difficulty finding an ESL instructor.

Planning is complete for the Friends of the Library Edible Book Fair on April 25.

The copier contract will be coming due at the end of 2015. Mr. Hamer is investigating alternative vendors with an eye to better integrating the copier with the computer system.

The Hoopla contract is in place and provides primarily music and audio books.

There was a brief discussion of the statistics report.

7. Committee Reports

A. Finance

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

Moved: Wester **Seconded:** Fargo
For: Armacost, Fargo, Kajouras, Rizzo, Wester
Against:
Abstain: Vellis

B. Foundation

Ms. Wester reported that tickets for the Gala are selling well. There is a logistics meeting scheduled for April 27.

8. Old Business

Mr. McCarthy reiterated the fact that all the construction bids were too high and asked Mr. Abu to comment on some of the ideas that the committee proposed for cutting costs. The three areas targeted for cost cutting are:

- Bathrooms: The bathrooms will be reduced from multiple stalls to single use bathrooms.
- Sewer Lines: There was a discussion of using existing sewer lines rather than installing a new sewer line. Mr. Abu outlined the pros and cons of each.
- Ceiling Tiles: It was agreed to use a higher grade of tile in the front of the main floor and use standard tiles and less expensive diffusers on the rest of the floor.

Mr. Abu will prepare the appropriate modifications to the plans.

Mr. McCarthy will arrange meetings with the final bidders over the next week. Mr. Abu will attend the subsequent round of meetings with bidders.

9. New Business

Motion: *To authorize the Library Director to settle a new 5-year copier contract at a cost not to exceed \$550/month.*

Moved: Fargo Seconded: Vellis
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester
Against:
Abstain:

Motion: *To approve the Resolution for Member Participation in the Middlesex Regional Educational Services Commission (MRESC), a cooperative pricing system.*

Moved: Armacost Seconded: Rizzo
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester
Against:
Abstain:

Motion: *To approve the engagement of Ferraioli, Wielkotz, Cerullo and Cuva, P.A. to complete the audit for the Library at a cost of \$3200*

Moved: Fargo Seconded: Vellis
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester
Against:
Abstain:

Motion: *To approve the agreement for use of images or facsimiles of materials from the Rutherford Public Library archives.*

Moved: Vellis: Seconded: Armacost
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester
Against:
Abstain:

Motion: *To approve the Open Public Records Act request form.*

Moved: Rizzo Seconded: Vellis
For: Armacost, Fargo, Kajouras, Rizzo, Vellis, Wester
Against:
Abstain:

10. 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 Monday, April 20, 2015 at 8:35 p.m. in the auditorium to discuss a legal matter involving privilege and pending bids.

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: Fargo Seconded: Vellis
For: Armacost, Fargo, Kajouras, Rizzo, Vellis
Against:
Abstain:

RETURN TO OPEN SESSION

The return to Open Session was at 9:06 p.m.

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11. Adjournment

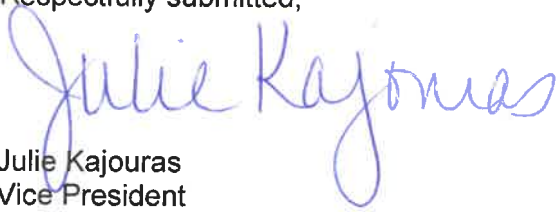
Motion: *To adjourn the meeting.*

Moved: Vellis Seconded: Rizzo

For: Armacost, Fargo, Kajouras, Rizzo, Vellis

There being no further business before the Board, the meeting was adjourned at 9:07 p.m.

Respectfully submitted,



Julie Kajouras
Vice President