Rutherford Public Library Board of Trustees  
Minutes for May 15, 2013 Meeting

Open Meeting

1. Roll Call

   Trustees Present  
   Ms. Wendy Armacost  
   Ms. Brenda Fargo  
   Mr. Gerry Grenier  
   Ms. Rose Inguanti  
   Ms. Krista Vellis  
   Ms. Pat Wester  

   Absent  
   Ms. Julie Kajouras  
   Ms. Monica Rodriguez  

   Staff Present  
   Mr. Judah Hamer, Director  

   Others present  
   Mr. Jim McCarthy (arrived 8:10 p.m.)  

   Call to Order  
   The meeting was called to order at 7:10 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 with revisions  
      Moved: Wester  Seconded: Fargo  
      For: Armacost, Fargo, Grenier, Inguanti, Vellis, Wester  
      Against:  
      Abstain:

   B. Approval of the Minutes
      Motion: To approve the minutes of the April 17 open meeting  
      Moved: Fargo  Seconded: Grenier  
      For: Armacost, Fargo, Grenier, Inguanti  
      Against:  
      Abstain: Vellis, Wester  
      
      Motion: To approve the minutes of the April 24 open meeting  
      Moved: Armacost  Seconded: Wester  
      For: Armacost, Fargo, Grenier, Inguanti, Vellis, Wester  
      Against:  
      Abstain:
Motion: To approve the minutes of the April 24 closed meeting
Moved: Fargo               Seconded: Vellis
For:   Armacost, Fargo, Grenier, Inguanti, Vellis, Wester
Against: 
Abstain:

4. Hearing of Citizens
None.

5. Correspondence
None.

6. Director’s Report
Mr. Hamer reported that two Library Monitors have been hired for the summer. He is still planning to hire a Library Associate.

The Library will test a beginner ESL class this summer. The circulation of foreign language materials is increasing.

The required electrical work is in progress.

The two fundraisers run by the Friends of the Library, the book sale and the garden party, were very successful.

The Library email system is migrating to a Gmail platform.

Mr. Hamer discussed the reported circulation numbers. There is a drop in DVD borrowing due to the increased use of Netflix. In addition, the way the new Library system handles reciprocal borrowing has an impact on these numbers. The benefit is that patrons receive materials more quickly.

7. Committee Reports

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

Mr. Grenier reminded the Trustees to submit their financial disclosure forms.

8. Other Reports

A. Mayor
None.
B. Foundation
Ms. Wester plans a meeting at the end of June to plan activities for the balance of the year.

Ms. Wester and Mr. Hamer will be speaking at the Republican Club next week.

10. Old Business

A. Architect Selection
The Board discussed the 5 presentations from architectural firms presented over the past month. It was agreed that Inglese Architecture did not have the expertise required so that firm was removed from consideration.

Mr. Hamer reviewed his prepared summary of the pros and cons of the other firms. After further discussion, the Board agreed that two firms, AA and RSC, would be invited back for a second meeting on May 30.

Mr. Hamer will prepare and submit in advance to the firms a list of questions and concerns to be addressed on May 30. These include: implementation of a feasibility study; infrastructure issues; turnaround time; and potential sources of grant money.

A preliminary list of community members to participate in the feasibility study was created and informal invitations will be extended to this group.

B. New Hires

Motion: To approve the temporary appointment of Rosa Hiraya Pangilinan as a Library Monitor at $10/hour.
Moved: Armacost
For: Armacost, Fargo, Grenier, Inguanti, Vellis, Wester
Against:
Abstain:

Motion: To approve the temporary appointment of Natalie Hofmann as a Library Monitor at $10/hour.
Moved: Wester
For: Armacost, Fargo, Grenier, Inguanti, Vellis, Wester
Against:
Abstain:
11. Adjournment

Motion: To adjourn the meeting.
Moved: Armacost
Seconded: Wester
For: Armacost, Fargo, Grenier, Inguanti, Vellis, Wester
Against:
Abstain:

There being no further business before the Board, the meeting was adjourned at 8:50 p.m.

Respectfully submitted,

[Signature]

Rose Inguanti
President