Rutherford Public Library Board of Trustees
Minutes for May 16, 2016 Meeting

Open Meeting

1. Roll Call

   Trustees Present
   Ms. Brenda Fargo
   Ms. Julie Kajouras
   Mr. Anthony Nicodemo
   Ms. Rose Inguanti
   Mr. James Rizzo
   Ms. Monica Rodriguez
   Ms. Krista Vellis
   Ms. Pat Wester

   Absent
   Ms. Wendy Armacost

   Staff Present
   Mr. Judah Hamer, Director

   Others present
   Mr. James McCarthy

   Call to Order
   The meeting was called to order at 7:05 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
      Moved: Fargo                      Seconded: Vellis
      For: Fargo, Nicodemo, Inguanti, Rizzo, Rodriguez, Vellis, Wester
      Against:
      Abstain:

   B. Approval of the Minutes
      Motion: To approve the minutes of the April 18 open meeting.
      Moved: Rizzo                      Seconded: Nicodemo
      For: Nicodemo, Inguanti, Rizzo, Rodriguez, Vellis
      Against:
      Abstain: Fargo, Wester
4. Hearing of Citizens

Ms. Inguanti opened the hearing of the citizens. As no citizens requested to speak, the hearing was closed.

5. Correspondence

None.

6. Director’s Report

Mr. Hamer reported. He reviewed the status of the lighting installation, noting that the fixtures in the fiction area have yet to be installed. The Foundation has asked Andy Topp has to create the millwork pieces that are being donated to the Library; these millwork pieces will be finished with quartz stone that match the top pieces on the walls around the perimeter of the children’s room.

Mr. Hamer reported on the relocation of collections, which is already under way. He added that office supplies are also being relocated and/or staged for relocation.

The Friends of the Library earned $3,000 at their Book Sale. Mr. Hamer indicated that this was a short and brief sale, so these earnings are a healthy return on the efforts invested. The staff provided more assistance than usual in order because the book sale planning and implementation was done under a tight timeline.

Mr. Hamer is targeting June 6 or June 13 for re-opening on the main floor.

The furniture quotes are underway, with the support of Foundation officers. Mr. Hamer is pursuing a firm date on the delivery of the children’s shelving, which should arrive late May or early June.

Mr. Hamer shared about his work on the BCCLS By-Laws Committee; as Chair he has facilitated a proposal to restructure their Board that is designed to strengthen the organization and keep it moving forward. This proposal will be voted on in June.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet with one addition.
Moved: Rodriguez Seconded: Kajouras
For: Fargo Inguanti, Kajouras, Nicodimo, Rizzo, Rodriguez, Vellis, Wester
Against:
Abstain:

8. Other reports:
Renovations
Joseph Sedlak of Sedco reported that work is almost done. He shared that the lighting is near completion, and that he is waiting on hardware for the doors. He shared that he found a good option for LED lighting in the fiction area.

Mayor (or Alternate)
No report.

Foundation
Mrs. Wester reported on the Gala, recapping its success. Over 200 guests attended, and BCB again sponsored the event. Sheila McPherson, the honoree, brought many guests and additionally donated $5,000. There has been considerable positive feedback about the event. Ms. Wester acknowledged Mr. Rizzo and Mr. Hamer's efforts. Next year's Gala is scheduled for May 13. A cocktail hour reception is scheduled for June 23.

Legal
Mr. McCarthy said he would be speaking with Mr. Hamer and Mr. Rizzo about Sedco's payment application to ensure that the documentation for the project is all in order before the next payment is released. Mr. McCarthy also described the development of a punch list as a next step towards wrapping up the project.

Mr. McCarthy noted that the Union contract will be expiring at the end of this year. The plan is to in the Fall remind the union that the contract is expiring, so the contract can be settled before expiration.

9. Closed session

Motion: To go into closed session
Moved: Rizzo        Seconded: Kajouras
For: Fargo, Inguanti, Kajouras, Nicodimo, Rizzo, Rodriguez, Vellis, Wester
Against:
Abstain:

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, May 16, 2016 at 7:56 PM in the Library to discuss contract matters and the legal report.

BE IT FURTHER RESOLVED, that the outcome of this discussion will be disclosed to the public when there is no further need for confidentiality.

10. Old Business

None
11. New Business

- Furnishings for the children’s room
  **Motion:** To authorize the expenditure of up to $10,000 of capital funds for slat wall, end panels, and canopy for the children’s room.
  Moved: Kajouras  
  Seconded: Fargo  
  For: Fargo, Inguanti, Kajouras, Nicodimo, Rizzo, Rodriguez, Vellis, Wester  
  Against:  
  Abstain:  

- Furnishings for adult areas
  **Motion:** To authorize the expenditure of up to $20,000 of capital funds for tables, chairs and other furnishings for the adult sections of the main floor or mezzanine.
  Moved: Kajouras  
  Seconded: Rizzo  
  For: Fargo, Inguanti, Kajouras, Nicodimo, Rizzo, Rodriguez, Vellis, Wester  
  Against:  
  Abstain:  

- Sedco payment application #2 (third payment) for $54,735 will be tabled until there is a meeting between Mr. Hamer, Mr. McCarthy and Mr. Rizzo to review the application. Following this there will be a meeting of the Building Committee to determine payment.

11. Adjournment

  **Motion:** To adjourn the meeting  
  Moved: Rizzo  
  Seconded: Vellis  
  For: Fargo, Inguanti, Kajouras, Nicodimo, Rizzo, Rodriguez, Vellis, Wester  
  Against:  
  Abstain:  

There being no further business before the Board, the meeting was adjourned at 8:28 p.m.

Respectfully submitted,

Cori Verdino

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