

**Rutherford Public Library Board of Trustees
Minutes for July 17, 2017 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms Brenda Fargo Ms. Julie Kajouras Mr. James Rizzo Ms. Monica Rodriguez Ms. Krista Vellis Ms. Pat Wester Mr. Palmer Yale
Absent	Mr. Anthony Nicodemo
Staff Present	Mr. Judah Hamer, Director
Call to Order	The meeting was called to order at 7:05 p.m. by Ms. Kajouras

2. Provisions of the Open Public Meetings Act

Ms. Wester read the provisions of the Open Public Meetings Act.

3. President's Report

A. Agenda

Motion: To approve the updated agenda
Moved: Fargo **Seconded:** Wester
For: Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Vellis, Wester, Yale
Against:
Abstain:

B. Approval of the Minutes

Motion: To approve the minutes of the June 19, 2017 open meeting with a correction.
Moved: Armacost **Seconded:** Vellis
For: Armacost, Kajouras, Rizzo, Vellis, Wester, Yale
Against:
Abstain: Fargo, Rodriguez

4. Hearing of the citizens

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

5. Correspondence

Mr. Hamer shared thank you note from Relay for Life for allowing them to display their quilt in the Library.

6. Director's Report

Mr. Hamer reported on the staff development project. He is working with Sara Keegan on the staff skills self-assessment, which will be implemented using Google Forms. Members of the team will each complete the assessment in order to identify training needs. Ms. Rodriguez noted that this documentation would also support the onboarding new employees. Mr. Hamer provided a broad overview of the knowledge areas being addressed, indicating that the strongest emphasis of training will be technology skills.

Mr. Hamer reported that the Library Construction Bond Act is on the Governor's desk awaiting signature. If signed the next step is this to go to a public vote across the state in November. Ms. Armacost suggested a letter to the local paper and also the dissemination of information closer to voting in November as strategies to encourage support.

Mr. Hamer reported on the resignation of Judith Morrone.

7. Committee Reports

A. Finance

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

8. Other reports:

Mayor (or Alternate) – No report.

Foundation – Ms. Wester reported that the Foundation will be meeting in September.

Legal – No report.

9. 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, July 17, 2017 at 7:25 PM in the Library to discuss a personnel matter.

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: Armacost

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

Against:

Abstain:

10. Old Business

- Ms. Fargo reported on the construction process for Bulldog Academy. She indicated that the facilities review required by the State is underway. Mr. Hurley will contact the Library as soon as the Board of Education is notified it has approval to proceed with construction.

11. New Business

- None

12. Adjournment

Motion: To adjourn the meeting.

Moved: Armacost Seconded: Wester

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:37 p.m.

Respectfully submitted,



Cori Verdino