

**Rutherford Public Library Board of Trustees  
Minutes for September 16, 2019 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 Mr. Palmer Yale
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Absent	Mr. Anthony Nicodemo Ms. Pat Wester
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Staff Present	Mr. Judah Hamer, Director
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Call to Order	The meeting was called to order at 6:33 p.m. by Ms. Kajouras
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**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:** Yale  
**For:** Armacost, Fargo, Kajouras, Rizzo, Rodriguez, Vellis, Yale  
**Against:**  
**Abstain:**

**B. Approval of the Minutes**

**Motion:** To approve the minutes of the August 12, 2019 open meeting.  
**Moved:** Armacost                      **Seconded:** Rizzo

For: Armacost, Fargo, Kajouras, Rizzo, Yale  
Against:  
Abstain: Rodriguez, Vellis

#### 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 that the Civil Rights Commission sent a thank-you to the Library for its having hosted their anniversary celebration.

#### 6. Director's Report

Mr. Hamer reported on installation of CAT6 cabling in preparation of adding three additional transmitters to the Library's wireless network, which will strengthen the wireless infrastructure in response in ever-increasing demands for bandwidth. He added that the next technology project will be replacement of the bank of computers in the children's room.

Mr. Hamer said that Umang Chulani, the last Page on the Library staff, has decided to resign his position. His portion of shelving will be reassigned to existing staff.

Mr. Hamer highlighted the budget transfers he is requesting as part of new business. He described how staff changes have led to some saving in staffing costs this year, and that these funds can be used to help cover the higher-than-usual costs of HVAC repairs, the unexpected lighting repairs, and the need to install a heating unit in the glass room. Transferred funds will also be used to strengthen the budget for computer workstation replacements, along with replacing the outside book drop, which at over 20 years old is at the end of its lifespan.

Mr. Hamer noted that The Friends of the Library netted \$800 despite the rainy weather at the Labor Day Street Fair. He thanked Palmer Yale and Julie Kajouras for helping out that day. He added that the Rosemary Loar concert is on the upcoming Thursday and asked Trustees to consider attending or purchasing 1-2 tickets to support the event.

#### 7. Finance

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

**8. Other reports:**

Mayor (or Alternate) – No report

Foundation – Mr. Hamer reported that the Foundation held their reorganization meeting tonight before the Library Board meeting. Officers were elected. The incoming President is Pat Wester. Jimmy Rizzo remains Treasurer. The Gala is set for May 2, 2020 with Barbara Bennett as the honoree. Mr. Hamer reported to the Trustees that a portion of the Foundation meeting was focused on providing its Board an overview of Library programs and services, along with capital projects that are on the horizon.

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, September 16, 2019 at 6:50 PM in the Library to discuss a union negotiations.

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

**9. Old Business**

None

**10. New Business**

Budget transfers

**Motion:** To transfer \$20,250 from Salaries & Fringe to Maintenance & Facilities.

Moved: Fargo                      Seconded: Armacost

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

Against:

Abstain:

**Motion:** To transfer \$5,000 from Salaries & Fringe to Technical Services.

Moved: Yale                      Seconded: Vellis

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

Against:

Abstain:

## 11. Adjournment

**Motion:** To adjourn the meeting.

Moved: Vellis    Seconded: Armacost

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,



Cori Verdino