

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

September 14, 2017

The following are the Meeting Minutes for the Oakland Public Library Board of Trustees, Bergen County, held in the Oakland Public Library on Thursday, September 14, 2017.

Call to order: President, Ronnie Levine, 7:05 P.M.

Statement of Compliance: In conformance with the open public meetings law, PL 1975, Ch 231, adequate notice of this meeting setting forth the time, date, place and purpose of this regular meeting through notice posted on the bulletin board in the municipal building, mailed to all who had requested and paid for the same, and published in *The Record*.

<u>Roll Call:</u>	Attend (X)	<u>Member Present</u>	Attend (X)	<u>Member Present</u>
	<input checked="" type="checkbox"/>	Jacqueline Christiano	<input type="checkbox"/>	Geraldine Petersen
	<input type="checkbox"/>	Gina Coffaro	<input checked="" type="checkbox"/>	Anne Russo
	<input checked="" type="checkbox"/>	Teresa Kilday	<input type="checkbox"/>	Linda Schwager
	<input checked="" type="checkbox"/>	Ronnie Levine	<input checked="" type="checkbox"/>	Marilyn Vallone (7:15 P.M.)
	<input checked="" type="checkbox"/>	Lucile Nicolaysen	<input checked="" type="checkbox"/>	Peter Havel

Approval of Public Meeting Minutes

Motion by Teresa Kilday, Seconded by Lucile Nicolaysen, to approve the July 13, 2017 Public Meeting Minutes. In favor:

<input checked="" type="checkbox"/> Christiano	<input checked="" type="checkbox"/> Levine	<input checked="" type="checkbox"/> Russo
<input type="checkbox"/> Coffaro	<input checked="" type="checkbox"/> Nicolaysen	<input type="checkbox"/> Schwager
<input checked="" type="checkbox"/> Kilday	<input type="checkbox"/> Petersen	<input type="checkbox"/> Vallone

Open Public Forum:

No one present.

Director's Report

Mr. Havel reported that the months of July and August were good months for the Summer Reading Programs. All programs were successful.

Mr. Havel also reported that progress slowed down on the renovation project during the summer months while work on the AV wiring project and fire alarm and sprinkler issues was the priority. He stated it is anticipated that the renovation project will be completed by late October. By mid-November the shelves should be installed. The grand opening of the Library should be by mid-November. Mr. Havel stated that he is meeting bi-weekly with the GC and the furniture vendor. He thanked the New Friends of the Oakland Public Library for their purchase of the shelving for the Library. Discussion followed regarding the renovation project and the workflow during the renovation project.

Mr. Havel reported that the Borough Council passed its budget in July and now the Library Budget is finalized. He stated that the impact on the 2018 Budget will be the maintenance of the building. Mr. Havel will begin to prepare the 2018 Budget in October for review by the Trustees. He also reported that BCCLS is undergoing a change, and the Library will experience a significant increase to its BCCLS bill.

Mr. Havel distributed the Children's Services Report and the Adult Services Report to the Trustees for their review. He stated that circulation was up for both July and August.

Treasurer's Report

Presentation of Bills:

Motion by Teresa Kilday, Seconded by Marilyn Vallone, to accept the bills in the amount of \$9,035.38. In favor:

Christiano
 Coffaro
 Kilday

Levine
 Nicolaysen
 Petersen

Russo
 Schwager
 Vallone

Mr. Havel discussed the Transaction Detail by Account Report for the period August 11 – September 14, 2017.

Old Business

Mr. Havel stated that the Contract is finished and a copy is available for review.

New Business

Mr. Havel requested that the Library use Valley Middle School for the 2018 Summer Reading Program. Ms. Christiano stated that she will review the facility use schedule; Mr. Havel will make a formal request to use the facility and speak with Dr. Coffaro.

Mr. Havel also discussed a card replacement program; perhaps waiving the \$3 fee for a replacement card for the first-time occurrences. Discussion followed regarding the program, and the Trustees agreed to a no fee policy for replacement cards for a two-year period. Mr. Havel will revise the policy. He also discussed the HOOPLA Service stating that effective October 1 the Library will incur the cost of this service, as BCCLS is no longer providing this service. Discussion followed regarding this service, and the Trustees agreed to continue this service for the Library patrons.

Mrs. Levine stated that the New Friends will be hosting a fundraiser event on October 28.

Recess

Upon motion by Teresa Kilday and seconded by Marilyn Vallone, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 8 P.M. to discuss negotiations.

Reconvene

Upon motion by Teresa Kilday and seconded by Marilyn Vallone, Mrs. Levine reconvened the Public Meeting at 8:15 P.M.

Motion to Adjourn:

Motion by: Marilyn Vallone Second by: Jacqueline Christiano

Meeting adjourned at 8:15 P.M. Next meeting: October 12, 2017, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary