

# OAKLAND PUBLIC LIBRARY

## Meeting Minutes

### Board of Trustees

July 13, 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, July 13, 2017.

**Call to order:** President, Ronnie Levine, 7 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 (7:04 P.M.)	<input checked="" 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
	<input checked="" type="checkbox"/>	Lucile Nicolaysen	<input checked="" type="checkbox"/>	Peter Havel

### Approval of Public Meeting Minutes

Motion by Teresa Kilday, Seconded by Geri Peterson, to approve the June 8, 2017 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 checked="" type="checkbox"/> Petersen	<input checked="" type="checkbox"/> Vallone

### Open Public Forum:

No one present.

### Director's Report

Mr. Havel stated that during the month of June the Library staff kicked off the Summer Reading Programs for children, young adults, and adults. Purchases were made to ensure that the Library holds the books that people are looking to read. There are a lot of people reading and a lot of entries for the summer giveaway. Mr. Havel stated that the trend is that residents who don't frequent the Library much during the year, do so during the summer months.

Mr. Havel reported that work on the renovation project continued throughout June and all is going well. The selection of the furniture for the new building is complete. The leak in the roof was repaired in June. He also reported that the AV wiring and cabling project is in progress and is expected to be completed some time in July.

Mr. Havel also reported that circulation was about the same as last year at this time.

He distributed the Children's Services and the Adult Services Reports to the Trustees for their review.

Mr. Havel reported that he attended a workshop on progressive discipline; attended the BCCLS System Council Executive Board Meeting; and a Reciprocity Meeting.

### Treasurer's Report

#### Presentation of Bills:

Motion by Teresa Kilday, Seconded by Marilyn Vallone, to accept the treasurer's report and bills in the amount of \$12,557.61. In favor:

Christiano  
 Coffaro  
 Kilday

Levine  
 Nicolaysen  
 Petersen

Russo  
 Schwager  
 Vallone

Mr. Havel discussed the Transaction Detail Report for the period July 1 - 13. He also distributed a copy of the Bill List. He stated that additional books were purchased specifically for the summer reading programs.

**Old Business:**

Mrs. Levine stated that Phase I of the renovation of the old building will be completed some time in September. Discussion followed regarding the Grand Opening Ceremony. Mr. Havel will continue to work on the logistics of the Grand Opening Ceremony.

**New Business:**

Motion by Ronnie Levine, Seconded by Teresa Kilday, to authorize the Library Director to pay the August bills after an electronic polling of the Trustees. In favor:

Christiano  
 Coffaro  
 Kilday

Levine  
 Nicolaysen  
 Petersen

Russo  
 Schwager  
 Vallone

Discussion was held regarding a dedication at the Grand Opening Ceremony for Geraldine Schier.

Mr. Havel informed the Trustees that an account was opened at U.S. Bank for the Library, but he does not have any other additional information about the account. The account has a zero balance. He recommended that the account be closed. Discussion followed regarding the bank account. Mr. Havel will investigate and provide information about the account to the Trustees at the September Meeting.

**Motion to Adjourn:**

Motion by: Teresa Kilday Second by: Anne Russo

Meeting adjourned at 7:26 P.M. Next meeting: September 14, 2017, 7 P.M.

Submitted by \_\_\_\_\_  
Julie Browne, Recording Secretary