

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

May 11, 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, May 11, 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 (7:02 P.M.)	<input checked="" type="checkbox"/>	Geraldine Petersen
	<input type="checkbox"/>	Gina Coffaro	<input checked="" type="checkbox"/>	Anne Russo
	<input 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 Executive Session and Public Meeting Minutes

Motion by Anne Russo, Seconded by Geri Petersen, to approve the March 9, 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 type="checkbox"/> Nicolaysen (ABSTAIN)	<input type="checkbox"/> Schwager
<input type="checkbox"/> Kilday	<input checked="" type="checkbox"/> Petersen	<input type="checkbox"/> Vallone (ABSTAIN)

Open Public Forum:

No one present.

Mrs. Levine reported that Mrs. Matts is no longer a member of the Library Trustees, and on behalf of the Trustees, thanked her for her many years of service to the Oakland Library. Mrs. Lucile Nicolaysen was officially appointed by the Oakland Mayor and Council to serve as a member of the Oakland Library Trustees. Mr. Havel and the Trustees welcomed Mrs. Nicolaysen.

Director's Report

Mr. Havel stated that the Phase I of the renovation project is in progress and on schedule. He provided a status report on the asbestos abatement project in the boiler room and the basement. Representatives of The New Jersey Division of Community Affairs will be on site on Friday, May 12, to review the project. McCabe Environmental is overseeing the asbestos abatement project. Mr. Havel stated that he meets bi-weekly with the construction team and furniture consultant.

Mr. Havel reported that there was a flood in the Children's Department due to a leak in the sprinkler system, and the air conditioning unit will need to be replaced.

Mr. Havel stated that the month of April was busy in the Library; circulation was lower than this time last year, but nothing to be concerned about. He distributed the Children's Services and the Adult Services Reports to the Trustees for their review. Mr. Havel reported that two new Sharp Printers are in the Library, and he reported that Cloud Library will be available for use on May 15.

Mr. Havel reported that he attended the BCCLS Small Group Meeting in Bergenfield.

Treasurer's Report

Presentation of Bills:

Motion by Anne Russo, Seconded by Marilyn Vallone, to accept the April 2017 treasurer's report and bills in the amount of \$12,900.92. In favor:

- | | | |
|---|---|---|
| <input type="checkbox"/> Christiano (ABSTAIN) | <input checked="" type="checkbox"/> Levine | <input checked="" type="checkbox"/> Russo |
| <input type="checkbox"/> Coffaro | <input type="checkbox"/> Nicolaysen (ABSTAIN) | <input type="checkbox"/> Schwager |
| <input type="checkbox"/> Kilday | <input checked="" type="checkbox"/> Petersen | <input checked="" type="checkbox"/> Vallone |

Motion by Anne Russo, Seconded by Marilyn Vallone, to accept the treasurer's report and bills in the amount of \$13,160.25. In favor:

- | | | |
|---|---|---|
| <input type="checkbox"/> Christiano (ABSTAIN) | <input checked="" type="checkbox"/> Levine | <input checked="" type="checkbox"/> Russo |
| <input type="checkbox"/> Coffaro | <input type="checkbox"/> Nicolaysen (ABSTAIN) | <input type="checkbox"/> Schwager |
| <input type="checkbox"/> Kilday | <input checked="" type="checkbox"/> Petersen | <input type="checkbox"/> Vallone |

Mr. Havel discussed the Bill List. He also distributed copies of the Bill List and the Transaction Detail List.

Old Business:

Mr. Havel discussed his recommendation for a pay increase for Ms. Jessica Santulli. He stated that this recommendation was presented previously; discussion followed.

Motion by Marilyn Vallone, Seconded by Geri Petersen, to accept the Director's recommendation to increase Jessica Santulli's hourly rate from \$10/hour to \$12/hour. 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 type="checkbox"/> Kilday | <input checked="" type="checkbox"/> Petersen | <input checked="" type="checkbox"/> Vallone |

New Business:

Mr. Havel reported that once the budget is approved, he will provide a copy of the budget to the Trustees for their review. He also stated that he will provide a copy of the Library renovation project budget to the Trustees at the June Meeting.

Recess

Upon motion by Marilyn Vallone and seconded by Jacqueline Christiano, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:40 P.M. to discuss negotiations.

Reconvene

Upon motion by Geri Petersen and seconded Anne Russo, Mrs. Levine reconvened the Public Meeting at 8 P.M.

Motion to Adjourn:

Motion by: Anne Russo Second by: Jacqueline Christiano

Meeting adjourned at 8 P.M. Next meeting: June 8, 2017, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary