

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

July 11, 2013

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 11, 2013.

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 type="checkbox"/>	Glenn Clark	<input type="checkbox"/>	Geraldine Petersen
	<input type="checkbox"/>	Gina Coffaro	<input checked="" type="checkbox"/>	Sadie Quinlan
	<input checked="" type="checkbox"/>	Teresa Kilday	<input type="checkbox"/>	Linda Schwager
	<input checked="" type="checkbox"/>	Ronnie Levine	<input type="checkbox"/>	Marilyn Vallone
	<input checked="" type="checkbox"/>	Jennifer Matts	<input checked="" type="checkbox"/>	Abigail Sanner

Approval of Minutes

Motion by Teresa Kilday, Seconded by Jennifer Matts, to approve the May 9, 2013 Meeting Minutes. In favor:

<input type="checkbox"/> Clark	<input checked="" type="checkbox"/> Levine	<input checked="" type="checkbox"/> Quinlan
<input type="checkbox"/> Coffaro	<input checked="" type="checkbox"/> Matts	<input type="checkbox"/> Schwager
<input checked="" type="checkbox"/> Kilday	<input type="checkbox"/> Petersen	<input type="checkbox"/> Vallone

Open Public Forum:

No members of the public were present.

Director's Report

Ms. Sanner distributed the July 11, 2013 Director's Report to the Trustees. She reported on the issues as follows: staff worked closely to prepare for the Summer Reading Program; the 2013 Summer Reading Club - Dig Into Reading, registration is open and 119 children have registered for the program; the four SWAT Team consultants are scheduled to evaluate the Children's Room on July 15; the Computer Programs are oversubscribed and are very successful.

Treasurer's Report

Presentation of Bills:

Motion by Jennifer Matts, Seconded by Teresa Kilday, to accept the bills in the amount of \$6,806.67. In favor:

<input type="checkbox"/> Clark	<input checked="" type="checkbox"/> Levine	<input checked="" type="checkbox"/> Quinlan
<input type="checkbox"/> Coffaro	<input checked="" type="checkbox"/> Matts	<input type="checkbox"/> Schwager
<input checked="" type="checkbox"/> Kilday	<input type="checkbox"/> Petersen	<input type="checkbox"/> Vallone

The following financial reports were provided: the Bill List/June 25 - July 11, 2013; Banking Summary/January 1 - July 11, 2013; Comparison of Library's Quicken Records With Borough's Edmunds Report; and Account Balances as of July 11, 2013. Trustees reviewed all financial reports. Ms. Sanner discussed the July 2013 Bill List, Banking Summary, and the Comparison Report, and Mrs. Matts signed the monthly checks.

Committee Reports:

Buildings and Grounds

Ms. Sanner reported that the Library staff are not satisfied with the cleaning services of Jan Pro. She presented a proposal received by CleanNet USA in the amount of \$729/month and recommended that the Library enter into an agreement with CleanNet USA.

New Business:

Motion by Teresa Kilday, Seconded by Jennifer Matts, to approve an agreement with Cleanet USA for cleaning services in the amount of \$729.00. In favor:

- | | | |
|--------------------------------------------|--------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Clark | <input checked="" type="checkbox"/> Levine | <input checked="" type="checkbox"/> Quinlan |
| <input type="checkbox"/> Coffaro | <input checked="" type="checkbox"/> Matts | <input type="checkbox"/> Schwager |
| <input checked="" type="checkbox"/> Kilday | <input type="checkbox"/> Petersen | <input type="checkbox"/> Vallone |

Ms. Sanner thanked Julie Browne for her work in recording the minutes of the monthly meetings. All of the Trustees present also thanked Julie for her work.

Recess

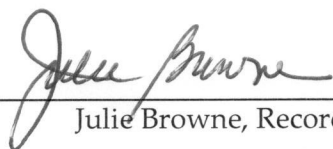
Upon motion by Mrs. Kilday and seconded by Mrs. Matts, Mrs. Levine recessed the Public Meeting at 7:29 P.M. to enter into Closed Session.

Motion to Adjourn:

Motion by: Teresa Kilday Second by: Sadie Quinlan

Meeting adjourned at 7:50 P.M. Next meeting: August 8, 2013, 7 P.M.

Submitted by _____



Julie Browne, Recording Secretary