

**OAKLAND PUBLIC LIBRARY**  
**Public Meeting Minutes**  
**Board of Trustees**  
June 11, 2015

The following are the meeting minutes for the Oakland Public Library Board of Trustees, Bergen County, held in the Oakland Public Library on Thursday, June 11, 2015.

**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 (7:28 P.M.)	<input checked="" type="checkbox"/>	Jennifer Matts
	<input type="checkbox"/>	Gina Coffaro	<input type="checkbox"/>	Geraldine Petersen
	<input type="checkbox"/>	Paul Gourhan	<input type="checkbox"/>	Linda Schwager
	<input type="checkbox"/>	Teresa Kilday	<input checked="" type="checkbox"/>	Marilyn Vallone
	<input checked="" type="checkbox"/>	Ronnie Levine	<input checked="" type="checkbox"/>	Peter Havel

**Open Public Forum:**  
No one was present.

**Director's Report**

Mr. Havel discussed the June 2015 Director's Report. The items he discussed were: 1) a presentation to the Mayor and Council of the Library Construction Project; 2) VOIP Service for the Library; 3) Adult Programming; 4) Buildings & Grounds issues; 5) Circulation; and 6) BCCLS.

Discussion followed regarding circulation and the Library's perception in the community.

**New Business:**

Mr. Havel discussed the development of a Bulletin Board Policy for the Library. Discussion followed regarding the use of a Bulletin Board. Mr. Havel also discussed the development of an Unattended Children policy for those children who are under the age of 13 and who visit the Library. Discussion followed regarding the recent incident involving the Valley Middle School students. Mr. Havel stated that he will review a policy that addresses the unattended children who visit the Library. Mrs. Vallone will forward a copy of the policy developed by the Wyckoff Library.

Recess

Upon motion by Jennifer Matts and seconded by Marilyn Vallone, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:16 P.M. to discuss personnel and potential litigation.

Reconvene

Upon motion by Jennifer Matts and seconded by Marilyn Vallone, Mrs. Levine reconvened the Public Meeting at 7:55 P.M.

Motion by Jacqueline Christiano, Seconded by Jennifer Matts, to approve scheduling a consultation with an independent attorney, not to exceed \$500.00, to discuss a legal matter, and further to authorize Mr. Havel to accept the recommendations of the independent attorney. In favor:

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

Motion by Jacqueline Christiano, Seconded by Jennifer Matts, to approve the development of the Bulletin Board Policy. In favor:

Christiano  
 Coffaro  
 Gourhan

Kilday  
 Levine  
 Matts

Petersen  
 Schwager  
 Vallone

Motion by Jeniffer Matts, Seconded by Marilyn Vallone, to approve the payment of unused time in accordance with the terms of the agreement for Kathleen Kelly and Debbie Burnett. In favor:

Christiano  
 Coffaro  
 Gourhan

Kilday  
 Levine  
 Matts

Petersen  
 Schwager  
 Vallone

### **Treasurer's Report**

#### Presentation of Bills:

Motion by Jennifer Matts, Seconded by Jacqueline Christiano, to accept the bills in the amount of \$6,284.88. In favor:

Christiano  
 Coffaro  
 Gourhan

Kilday  
 Levine  
 Matts

Petersen  
 Schwager  
 Vallone

Discussion followed regarding the Bill List. A request was made that the Bill List be prepared using either Quicken or Quick Books. Mr. Havel will look into this matter and follow up with the Trustees.

### **New Business:**

Mr. Havel reported that a donation box will be placed in the Library for the Seeing Eye Dog organization.

Upon motion by Jennifer Matts and seconded by Marilyn Vallone, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 8:05 P.M. to discuss personnel.

Upon motion by Jennifer Matts and seconded by Marilyn Vallone, Mrs. Levine recessed the Executive Session to enter into the Public Meeting at 8:35 P.M.

### **Motion to Adjourn:**

Motion by: Jennifer Matts    Second by: Marilyn Vallone

Meeting adjourned at 8:35 P.M. Next meeting: July 9, 2015, 7 P.M.

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