

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

March 13, 2014

The following are the meeting minutes for the Oakland Public Library Board of Trustees, Bergen County, held in the Oakland Public Library on Thursday, March 13, 2014.

Call to order: President, Ronnie Levine, 7:15 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"/>	Glenn Clark (7:16 P.M.)	<input checked="" 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 type="checkbox"/>	Jennifer Matts	<input type="checkbox"/>	Abigail Sanner

Approval of Minutes

Motion by Teresa Kilday, Seconded by Geri Petersen, to approve the January 9, 2014 Meeting Minutes.
In favor:

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

Open Public Forum:

No members of the public were present.

Director's Report

The Director's Report for March was distributed via email, and a hard copy was available at the meeting. Trustees stated that they enjoyed reading the Director's Report.

Treasurer's Report

Presentation of Bills:

Motion by Glenn Clark, Seconded by Teresa Kilday, to accept the bills in the amount of \$7,555.99. In favor:

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

The Bill List was reviewed by the Trustees.

Motion by Sadie Quinlan, Seconded by Geri Petersen, to approve the installation of a panic button by MCI in the amount of \$1,165 and further move to approve the annual monitoring fee in the amount of \$300. In favor:

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

Motion by Teresa Kilday, Seconded by Sadie Quinlan, to approve the Vision, Mission, and Values Statements. In favor:

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

Motion by Geri Petersen, Seconded by Teresa Kilday, to approve the Circulation Lending and Fines Policy. In favor:

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

Motion by Geri Petersen, Seconded by Teresa Kilday, to approve the Circulation Lending Policy. In favor:

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

Motion by Geri Petersen, Seconded by Teresa Kilday, to approve a fee schedule for the use of the facsimile machine as follows: \$2.00 for the first page and \$1.00 for each additional page. In favor:

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

Motion by Geri Petersen, Seconded by Teresa Kilday, to approve the use of the Library printer by Oakland students free of charge. In favor:

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

Committee Reports:

Finance

Mrs. Levine stated that the Library's appropriation is being reduced by \$24,000, therefore, the Library will submit its request to the Borough asking for a supplemental appropriation in the amount of \$35,000. The Library's Budget presentation is scheduled on April 1. Discussion followed regarding the budget presentation. Mrs. Levine invited the Trustees to the April 1 Budget Presentation. Mrs. Levine reviewed the two motions that were discussed and approved at the February 24 Trustee Meeting and asked that they be reflected in the March 13, 2014 Meeting Minutes as follows:

Motion by Jennifer Matts, Seconded by Teresa Kilday, to request \$35,000 supplemental appropriation from the Borough for 2014 expenses. All in favor.

Motion by Teresa Kilday, Seconded by Marilyn Vallone, to approve the Vision and Values Statement as a working model for the Oakland Public Library Policies. All in favor.

Recess

Upon motion by Geri Petersen and seconded by Sadie Quinlan, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:18 P.M.

Reconvene

Upon motion by Geri Petersen and seconded by Sadie Quinlan, Mrs. Levine reconvened the Public Meeting at 7:35 P.M.

New Business:

Ms. Levine stated that the March 23 Concert will be moved to the Senior Center. A piano will be rented for the concert.

Motion to Adjourn:

Motion by: Teresa Kilday Second by: Glenn Clark

Meeting adjourned at 7:40 P.M. Next meeting: April 10, 2014, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary