

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

May 10, 2018

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 10, 2018.

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 (7:17 P.M.)	<input checked="" type="checkbox"/>	Geraldine Petersen (7:03 P.M.)
	<input type="checkbox"/>	Gina Coffaro	<input checked="" type="checkbox"/>	Anne Russo
	<input type="checkbox"/>	Teresa Kilday (7:07 P.M.)	<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 Ronnie Levine, to approve the April 12, 2018 Meeting Minutes. In favor:

<input 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 type="checkbox"/> Petersen (ABSTAIN)	<input type="checkbox"/> Vallone (ABSTAIN)

Open Public Forum:

No one present.

Director's Report

Mr. Havel reported that throughout the month of April a lot of work was completed on the lower level of the Library - electrical, lighting, outside door, dry wall and ceiling. The carpet was installed in the upper and lower levels. It is anticipated that the renovations will be completed during the next few weeks. Mr. Havel and Municipal personnel will be meeting with the general contractor and architect on Friday, May 11, to discuss the outstanding issues. The work on the sprinkler system is now complete. It is anticipated that the furniture will arrive by the beginning of July.

The Library staff continues to plan and prepare for the upcoming Summer Reading Program.

Mr. Havel stated that circulation was down 15% during the month of April over last year due to the renovation project and the disruption to normal reciprocal borrowing between BCCLS-member libraries. He and the Trustees briefly discussed the reciprocal system issues. He distributed the Children's Services and the Adult Services Reports to the Trustees for their review.

Mrs. Levine thanked Mr. Havel for his report.

Treasurer's Report

Presentation of Bills:

Motion by Anne Russo, Seconded by Geri Petersen, to accept the treasurer's report and bills in the amount of \$27,246.60. 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

Mr. Havel discussed the Bill List for the period April 15 - May 10. He also distributed copies of the Bill List and the Transaction Detail List.

Old Business:

Mrs. Levine distributed a copy of Mr. Havel's Employment Agreement and discussed the terms and conditions.

Motion by Teresa Kilday, Seconded by Lucile Nicolysen, to approve the Employment Agreement between the Oakland Library and Mr. Peter Havel.

<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

Motion by Teresa Kilday, Seconded by Lucile Nicolysen, to approve the Budget for Fiscal Year 2018.

<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

Motion by Teresa Kilday, Seconded by Geri Petersen, to approve the Courtesy Card Program for Non-Residents, effective January 2019, except those Library Patrons who either own property in Oakland or work in Oakland.

<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

New Business:

Mr. Havel discussed the Room Use Policy with the Trustees. Discussion regarding the Room Use Policy followed.

Recess

Upon motion by Teresa Kilda and seconded by Marilyn Vallone, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 8:11 P.M. the proposed budget.

Reconvene

Upon motion by Marilyn Vallone and seconded Geri Petersen, Mrs. Levine reconvened the Public Meeting at 8:20 P.M.

Motion to Adjourn:

Motion by: Teresa Kilday Second by: Geri Petersen

Meeting adjourned at 8:20 P.M. Next meeting: June 14, 2018, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary