

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

February 14, 2019

The following are the meeting minutes for the Oakland Public Library Board of Trustees, Bergen County, held in the Oakland Public Library on Thursday, February 14, 2019.

Call to order: President, Ronnie Levine, 7:01 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"/>	Jacqueline Christiano	<input checked="" type="checkbox"/>	Geraldine Petersen
	<input type="checkbox"/>	Marilyn Cioffi	<input checked="" type="checkbox"/>	Anne Russo (7:20 P.M.)
	<input type="checkbox"/>	Gina Coffaro	<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 Lucile Nicolaysen, Seconded by Marilyn Vallone, to approve the January 10, 2019 Executive Session and Public Meeting Minutes. In favor:

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

Open Public Forum:

No one present.

Director's Report

Mr. Havel stated that Mr. Eric Kulmala would like to attend the Library monthly meetings and become more involved with the Trustees and the Library. All Trustees welcomed his attendance at monthly meetings and his involvement with the Library.

Mr. Havel also stated that January was a good month. January circulation was up 20% from January 2018 circulation. The Library hosted the Fine Amnesty Program for all Library patrons, and it was a successful program. The Library launched the movie streaming service, Kanopy, during the month. Mr. Havel stated that the seniors continue to use the Library during the renovation to the Senior Center. The seniors are enjoying the use of the Library. Mr. Havel discussed the Children's Services and Adult Services Reports and distributed the reports to the Trustees for their review.

Mr. Havel discussed the NJ Library Trustee Association's training session scheduled on March 16 in Wayne.

Treasurer's Report

Presentation of Bills:

Motion by Anne Russo, Seconded by Marilyn Vallone, to accept the bills in the amount of \$16,253.64. In favor:

Christiano
 Cioffi
 Coffaro

Levine
 Nicolaysen
 Petersen

Russo
 Schwager
 Vallone

Mr. Havel distributed and reviewed the Transaction Detail by Account Report for the period February 1 - 14, 2019. Discussion followed regarding the monthly bills.

Old Business:

Motion by Geri Petersen, Seconded by Lucile Nicolaysen to approve the 2019 Resolutions as follows:

- 2019-01 Establish the Annual Schedule of Meetings
- 2019-02 Authorize Hours of Operations
- 2019-03 Designate Days the Library Will Be Closed
- 2019-04 Designate Official Newspapers
- 2019-05 Designate Official Depositories
- 2019-06 Authorize Signatures on Checks
- 2019-07 Library Purchasing Agent
- 2019-08 Retain Professional Services without Competitive Bidding
- 2019-09 Appoint Auditors
- 2019-10 Participate in BCCLS

Christiano
 Cioffi
 Coffaro

Levine
 Nicolaysen
 Petersen

Russo
 Schwager
 Vallone

Motion by Marilyn Vallone, Seconded by Geri Petersen to appoint the Officers of the Board of Trustees for 2019.

Christiano
 Cioffi
 Coffaro

Levine
 Nicolaysen
 Petersen

Russo
 Schwager
 Vallone

2019 Library Officers: Mrs. Ronnie Levine, President; Mrs. Marilyn Vallone, Vice President; Mrs. Geri Petersen, Secretary; and Mrs. Anne Russo, Treasurer.

Recess

Upon motion by Geri Petersen and seconded by Marilyn Vallone, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:39 P.M.

Reconvene

Upon motion by Geri Petersen and seconded Anne Russo, Mrs. Levine reconvened the Public Meeting at 8:45 P.M.

The Trustee's position regarding the motion of Ms. Cathy Sandak's request is unchanged.

Motion to Adjourn:

Motion by: Geri Petersen Second by: Anne Russo

Meeting adjourned at 8:45 P.M. Next meeting: March 14, 2019, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary