

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

September 12, 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, September 12, 2019.

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	<input type="checkbox"/>	Geraldine Petersen
	<input checked="" type="checkbox"/>	Marilyn Cioffi	<input checked="" type="checkbox"/>	Anne Russo (7:04 P.M.)
	<input type="checkbox"/>	Gina Coffaro	<input type="checkbox"/>	Linda Schwager
	<input checked="" type="checkbox"/>	Ronnie Levine	<input checked="" type="checkbox"/>	Marilyn Vallone (7:02 P.M.)
	<input checked="" type="checkbox"/>	Lucile Nicolaysen	<input checked="" type="checkbox"/>	Peter Havel

Approval of Public Meeting Minutes

Motion by Jacqueline Christiano, Seconded by Lucile Nicolaysen, to approve the July 11, 2019 Public Meeting Minutes. In favor:

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

Open Public Forum:

Mrs. Boylen and Mrs. Ames presented the Poem written by Mrs. Dorothy Stewart and requested approval to have Mrs. Stewart's Poem displayed in the Library. Discussion followed regarding the Poem and the location of the Poem. Mrs. Levine thanked both Mr. Boylen and Mrs. Ames for their presentation.

Director's Report

Mr. Havel reported that the month of August was a busy month as the Summer Reading Programs came to a close. Mr. Havel thanked all staff members who were involved with the Reading Programs and stated that the Summer Reading Programs were very successful.

Mr. Havel also reported that he asked Mr. Kunze to follow up regarding the status of the front doors. As of today, we have not heard anything. Mr. Havel reported that the HVAC system was repaired for the third time. Mr. Havel will attend a meeting to discuss the New Jersey Live Energy Program on Monday.

Mr. Havel distributed copies of the amended Budget to the Trustees. He reviewed the amended Budget and stated that the Trustees will vote on the Budget in October. He asked the Trustees to review the amended Budget and make any recommendations prior to the October Meeting.

Mr. Havel reported that August circulation was a little behind as compared to this time last year.

Mr. Havel reviewed the monthly Departmental Reports and distributed them to each Trustee for review.

Treasurer's Report

Presentation of Bills:

Motion by Anne Russo, Seconded Jacqueline Christiano, to accept the treasurer's report and bills in the amount of \$8,969.56. In favor:

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

Mr. Havel discussed the Transaction Detail Report for the period August 9 – September 12, 2019. He also distributed copies of the Transaction Detail List.

New Business:

Mr. Havel discussed the Lynda Pro Program and the cost of this program. Mr. Havel stated that he will continue to monitor the use of this Program.

Mr. Havel also discussed the Comp Time/Overtime Policy with the Trustees. He distributed copies of contract language to the Trustees. Discussion followed regarding the Policy. Mr. Havel will distribute the Policy to staff.

Recess

Upon motion by Marilyn Vallone and seconded by Marilyn Cioffi, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:56 P.M.

Reconvene

Upon motion by Jacqueline Christiano and seconded Marilyn Cioffi, Mrs. Levine reconvened the Public Meeting at 8:15 P.M.

Motion to Adjourn:

Motion by: Marilyn Cioffi Second by: Lucile Nicolaysen

Meeting adjourned at 8:15 P.M. Next meeting: September 12, 2019, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary