

**OAKLAND PUBLIC LIBRARY**  
**Reorganization Meeting Minutes**  
**Board of Trustees**  
 January 9, 2020

The following are the meeting minutes for the Oakland Public Library Board of Trustees, Bergen County, held in the Oakland Public Library on Thursday, January 9, 2020.

**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*.

<b><u>Roll Call:</u></b>	Attend (X)	<b><u>Member Present</u></b>	Attend (X)	<b><u>Member Present</u></b>
	<input checked="" type="checkbox"/>	Jacqueline Christiano	<input checked="" type="checkbox"/>	Geraldine Petersen
	<input checked="" type="checkbox"/>	Marilyn Cioffi	<input checked="" type="checkbox"/>	Anne Russo
	<input type="checkbox"/>	Gina Coffaro	<input type="checkbox"/>	Linda Schwager
	<input checked="" type="checkbox"/>	Ronnie Levine	<input checked="" type="checkbox"/>	Marilyn Vallone (7:01 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 Marilyn Cioffi to approve the November 14, 2019 Public Meeting Minutes. In favor:

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

(Mrs. Russo and Mrs. Vallone were not included on the Roll Call pending appointment by Mayor Linda Schwager.)

**Open Public Forum:**

No one present.

**Director's Report**

Mr. Havel reported that the Library continued to serve as the alternate location for the Van Allen House as a favor for the Historical Society.

Mr. Havel stated that the 2018 Audit is complete and he will receive the Audit in a few months. He also distributed a draft copy of the 2020 Budget for review by the Trustees. Discussion about the draft Budget will be conducted under New Business.

Mr. Havel thanked Mr. Kumala for his service as Council Liaison to the Library during 2019 and welcomed Mr. Talimini as the new Council Liaison for 2020.

Mr. Havel also stated that November's and December's circulation was the same as November and December 2019. He discussed the Children's Services and Adult Services Reports. These Reports were distributed to the Trustees for their review.

Mr. Havel reported that the front doors have been replaced in November, however, there remains some issues that still need to be addressed. He also reported that approximately \$12,000 will be needed for repairs to the roof. He will continue to keep the Trustees informed regarding these repairs.

Mr. Havel discussed the RFID platform. He stated that he will have a discussion with the BCCLS Director and provide the Trustees with additional information regarding this technology.

Mr. Havel reported that he attended the Systems Council Meeting in November and a Safety Meeting held in the Borough.

**Treasurer's Report**

**Presentation of Bills:**

Motion by Jacqueline Christiano, Seconded by Geri Petersen to accept the bills in the amount of \$8,735.99. In favor:

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

(Mrs. Russo and Mrs. Vallone were not included on the Roll Call pending appointment by Mayor Linda Schwager.)

Mr. Havel distributed and reviewed the Transaction Detail by Account Report for the period January 1 - 8, 2020. Discussion followed regarding the monthly bills.

**Old Business:**

Mr. Havel reported that he has hired a part-time Reference Librarian, Ms. Jessica Santulli. Discussion followed regarding the newly-hired Reference Librarian.

**New Business:**

Mr. Havel stated that he is searching for a new Auditor and will follow up with the Trustees regarding the progress of the search.

Mr. Havel distributed a copy of the proposed 2020 Budget. Trustees reviewed the Budget; Mr. Havel asked the Trustees to contact him with any questions.

Motion by Anne Russo, Seconded by Geri Petersen to appoint the Officers of the Board of Trustees for 2020.

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

(Mrs. Russo and Mrs. Vallone were not included on the Roll Call pending appointment by Mayor Linda Schwager.)

2020 Library Officers: Mrs. Ronnie Levine, President; Mrs. Marilyn Vallone, Vice President; Mrs. Geri Petersen, Secretary; and Mrs. Anne Russo, Treasurer, provisional upon the appointment of Trustees by Mayor Schwager.

The Trustees agreed to table the 2020 Reorganization Resolutions and will act on the Reorganization Resolutions at its February 13, 2020 Meeting.

**Motion to Adjourn:**

Motion by: Jacqueline Christiano Second by: Geri Petersen

Meeting adjourned at 8 P.M. Next meeting: February 13, 2020, 7 P.M.

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