

# OAKLAND PUBLIC LIBRARY

## Meeting Minutes

### Board of Trustees

March 12, 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, March 12, 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 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
	<input checked="" type="checkbox"/>	Lucile Nicolaysen	<input checked="" type="checkbox"/>	Peter Havel

### **Approval of Executive Session and Public Meeting Minutes**

Motion by Marilyn Cioffi, Seconded by Geri Petersen, to approve the February 13, 2020 Executive Session and 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 type="checkbox"/> Nicolaysen (ABSTAIN)	<input type="checkbox"/> Schwager
<input type="checkbox"/> Coffaro	<input checked="" type="checkbox"/> Petersen	<input checked="" type="checkbox"/> Vallone

### **Open Public Forum:**

No one present.

### **Director's Report**

Mr. Havel stated that February was a good month and stated that the Children's Department hosted some great programs. He also stated that the Summer Reading Programs are in the planning stages. Circulation was up during the month of February as compared to the same time last year and digital circulation remains strong.

Mr. Havel reported that the new shelving in the Children's Department was installed. The upgrades to Windows 10 is in process, and BCCLS is scheduled to upgrade the Library's BCCLS computers later this year.

Mr. Havel discussed the Children's Services and Adult Services Reports and distributed the reports to the Trustees for their review.

Mr. Havel stated that he hosted Mr. Hanson, BCCLS Executive Director, on February 12 for a one-to-one meeting to discuss the Consortium.

### **Treasurer's Report**

#### **Presentation of Bills:**

Motion by Jacqueline Christiano, Seconded by Geri Petersen, to accept the bills in the amount of \$13,603.84. 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 checked="" type="checkbox"/> Vallone

Mr. Havel distributed and reviewed the Transaction Detail by Account Report for the period March 1 - 12, 2020. Discussion followed regarding the monthly bills.

**Old Business:**

Mr. Havel reported that the front doors to the Library continue to be a problem. He also reported that the air conditioning units will need to be replaced. Mr. Havel has submitted this project to the Borough for its review.

**New Business:**

Discussion followed regarding the COVID-19 health emergency and the possible closure of the Library and cancellation of Library programs. Trustees agreed that all Library programs will be cancelled. Mr. Havel stated that if the Oakland Schools are closed, then the Oakland Library will be closed. He also stated that he will prepare a notice for distribution on Sunday, March 16, that the Library will be closed until the end of March.

Mr. Havel will develop a schedule for staff during this health emergency.

**Motion to Adjourn:**

Motion by: Jacqueline Christiano Second by: Geri Petersen

Meeting adjourned at 7:55 P.M. Next meeting: May 14, 2020, 7 P.M.

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