

OAKLAND PUBLIC LIBRARY

Board of Trustees Meeting

January 14, 2021

7 P.M.

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 14, 2021

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 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 Anne Russo, Seconded by Geraldine Petersen to approve the November 2020 Public Meeting Minutes. 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 checked="" type="checkbox"/> Petersen	<input checked="" type="checkbox"/> Vallone

Open Public Forum:

No one present.

Director's Report

The Director updated the Board on business in the library regarding circulation and use. The Director also updated the Board on the status of the AC project as well as the energy grant the library is included in for 2021.

Treasurer's Report

Presentation of Bills:

Motion by Anne Russo, Seconded by Lucile Nicolaysen to accept the bills in the amount of \$15,089.52.

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

Mr. Havel distributed and reviewed the Transaction Detail by Account Report for the period January 1 through January 14, 2021. Discussion followed regarding the monthly bills.

Old Business:

Director updated that the meeting with Local 108 was scheduled for Tuesday, January 19 @2pm.

New Business:

Mr. Havel made a recommendation to the Board of Trustees that Ms. Meyer, who has been employed as a custodian at the library for the last 5 years, be given a salary increase. He noted that during the entire tenure of her employment she has not received any salary increase at all. IN addition, the Director stated that he had conducted a review of her work and found it to be above average in all areas. As such, the Director proposed a 4% salary increase for Ms. Meyer for 2021, retroactive to January 1, 2021. Discussion followed, and the Board agreed to vote on the measure.

Motion by Jacqueline Christiano, seconded by Lucile Nicolaysen to give a salary increase of 4% to Ms. Meyer for 2021 effective January 1, 2021.

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|--|--|---|
| <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 checked="" type="checkbox"/> Petersen | <input checked="" type="checkbox"/> Vallone |

Appointment of officers for 2021. Mrs. Levine made a brief statement suggesting that another member of the Board might consider being president, and was the subsequently nominated to serve as president again. All the other members holding positions decided to continue on in their roles.

Motion by Lucile Nicolaysen, Seconded by Geraldine Petersen to appoint the Officers of the Board of Trustees for 2021.

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| <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 checked="" type="checkbox"/> Petersen | <input checked="" type="checkbox"/> Vallone |

2021 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.

Motion by, Marilyn Vallone, Seconded by Anne Russo to accept the resolutions for 2021 as follows:

- 2020-01 Establish the Annual Schedule of Meetings (Second Thursday of every month, excepting August @ December).
- 2020-02 Authorize Hours of Operations (Same as 2020 – no change).
- 2020-03 Designate Days the Library Will Be Closed (Same as 2020 – no change).
- 2020-04 Designate Official Newspapers (Same as 2020 – Bergen Record).
- 2020-05 Designate Official Depositories (Same as 2020 – TD Bank).
- 2020-06 Authorize Signatures on Checks (Same as 2020 – no change).
- 2020-07 Library Purchasing Agent (Same as 2020 – Peter Havel).
- 2020-08 Retain Professional Services without Competitive Bidding (Cleary, Giacobbe Alfieri Jacobs)
- 2020-09 Appoint Auditors (Same as 2020 - Lerch, Vinci & Higgins – 2020 audit behind schedule and still pending due to national health crisis).
- 2020-10 Participate in BCCLS

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Christiano | <input checked="" type="checkbox"/> Levine | <input checked="" type="checkbox"/> Russo |
|--|--|---|

Cioffi
 Coffaro

Nicolaysen
 Petersen

Schwager
 Vallone

Motion to Adjourn:

Motion by Anne Russo: Second by: Lucile Nicolaysen

Meeting adjourned at 7:36 P.M. Next meeting: February 11, 2021, 7 P.M.

Submitted by _____
Geraldine Petersen, Recording Secretary