

# OAKLAND PUBLIC LIBRARY

## Meeting Minutes

### Board of Trustees

March 9, 2017

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 9, 2017.

**Call to order:** President, Ronnie Levine, 7:05 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 type="checkbox"/>	Gina Coffaro	<input checked="" type="checkbox"/>	Anne Russo
	<input checked="" type="checkbox"/>	Teresa Kilday	<input type="checkbox"/>	Linda Schwager
	<input checked="" type="checkbox"/>	Ronnie Levine	<input type="checkbox"/>	Marilyn Vallone
	<input type="checkbox"/>	Jennifer Matts	<input checked="" type="checkbox"/>	Peter Havel

### Approval of Reorganization Meeting Minutes

Motion by Teresa Kilday, Seconded by Anne Russo, to approve the January 12, 2017 Meeting Minutes.  
In favor:

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

### Approval of Executive Session Minutes

Motion by Teresa Kilday, Seconded by Anne Russo, to approve the January 12, 2017 Meeting Minutes.  
In favor:

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

### Open Public Forum:

No one present.

### Director's Report

Mr. Havel stated that the month of February was busy in the Library; his focus was directed on the Library's renovation project. He discussed the furniture costs for the renovation project; he stated that he is still reviewing the three furniture vendors and will discuss his decision with the Trustees shortly.

Mr. Havel also reported that Library circulation was up this month over last year. He stated that the Children's and Adult Programs are doing very well. He distributed the Children's Services and the Adult Services Reports to the Trustees for their review. He also reported that he will be developing a PC Use Policy and will distribute the draft to the Trustees for their review.

### Treasurer's Report

#### Presentation of Bills:

Motion by Teresa Kilday, Seconded by Anne Russo, to accept the bills in the amount of \$10,864.18. In favor:

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

Mr. Havel discussed the Bill List for the period February 10 – March 9, 2017. He also distributed copies of the Bill List and the Transaction Detail List for the period February 10 – March 9, 2017.

**Committee Reports:**

Buildings and Grounds

Mr. Havel stated that the renovation project is underway and reported that asbestos has been found in the boiler room and the basement. All appropriate testing will be completed and reported. During the project, work will be completed on the roof to repair the leak. Mr. Havel will continue to update the Trustees as to the status of the building project.

**New Business:**

The April 2017 Board of Trustees Meeting will be re-scheduled from April 12 to April 6, 2017.

Mrs. Levine reported that the Library is in receipt of a painting that has been donated to the Library for the Children's Room. She invited the Trustees to stop by the Library to view the painting.

Recess

Upon motion by Anne Russo and seconded by Teresa Kilday, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:30 P.M. to discuss personnel and negotiations.

Reconvene

Upon motion by Teresa Kilday and seconded by Ronnie Levine, Mrs. Levine reconvened the Public Meeting at 7:46 P.M.

**Motion to Adjourn:**

Motion by: Teresa Kilday Second by: Anne Russo

Meeting adjourned at 7:46 P.M. Next meeting: April 6, 2017, 7 P.M.

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