

OAKLAND PUBLIC LIBRARY

Meeting Minutes

Board of Trustees

September 8, 2016

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 8, 2016.

Call to order: President, Ronnie Levine, 7:03 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>	<u>Attend (X)</u>	<u>Member Present</u>	<u>Attend (X)</u>	<u>Member Present</u>
	<input type="checkbox"/>	Jacqueline Christiano	<input checked="" type="checkbox"/>	Geraldine Petersen
	<input type="checkbox"/>	Gina Coffaro	<input type="checkbox"/>	Anne Russo
	<input type="checkbox"/>	Teresa Kilday	<input type="checkbox"/>	Linda Schwager
	<input checked="" type="checkbox"/>	Ronnie Levine	<input checked="" type="checkbox"/>	Marilyn Vallone
	<input checked="" type="checkbox"/>	Jennifer Matts	<input checked="" type="checkbox"/>	Peter Havel

Approval of Executive Session and Public Meeting Minutes

Motion by Marilyn Vallone, Seconded by Geri Petersen, to approve the July 14, 2016 Executive Session and Public Meeting Minutes. In favor:

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

Open Public Forum:

No one present.

Director's Report

Mr. Havel reported that the summer months were very busy; both the Children's and Adult Reading Programs were very good. There was a very high number participants in the Children's Program, but a low number of books read. There was an increase in the number of participants in the Adult Reading Program. He also reported that circulation in July was up over last year. Mr. Havel stated that reciprocal borrowing remains the same; we have increased the number of materials circulated in Bergen County. We are spending more money and Bergen County residents are borrowing from the Library. Discussion followed regarding borrowing experiences at the Library and BCCLS.

Mr. Havel reported that the Young Adult Summer Reading Program was successful as well. He has received very positive remarks regarding the Program. There were approximately 60 participants in the Young Adult Program; the staff will continue to work on this Program for next year.

Mr. Havel also reported that the Library has many older computers and will need to upgrade the hardware. Mr. Havel is collecting quotations from both BCCLS and outside vendors. A decision will need to be made as to whether the Library's network is repaired. The cost is approximately \$10,000. The verbal quotation includes a new server, time management software, and firewall. Mr. Havel will review the Technology Plan with the Trustees in October.

Mr. Havel reported that staff participated in the Rosetta Stone training. A class will be offered to the public.

Mr. Havel thanked the Friends for their continued support of the Library and its Programs.

Treasurer's Report

Presentation of Bills:

Motion by Jennifer Matts, Seconded by Geri Petersen, to accept the bills in the amount of \$9,805.56. In favor:

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

Mr. Havel discussed the Deposit List and bills for the month. He distributed the list of deposits and Bill List for review. Mr. Havel reported that the Audit is scheduled in December.

Committee Reports:

Buildings and Grounds

Mr. Havel reported on the building renovation project as follows: 1) the roof renovation has been removed from the project; and 2) the HVAC is completed; drainage is being discussed with the Oakland DPW and will not be included in the bid. Mr. Havel stated that he has the construction documents, lighting and outlet specification sheets, and carpet samples for the Trustees to review. Discussion followed regarding the furniture for the Library.

Recess

Upon motion by Jennifer Matts and seconded by Geri Petersen, Mrs. Levine recessed the Public Meeting to enter into Executive Session at 7:30 P.M. to discuss negotiations and personnel.

Reconvene

Upon motion by Jennifer Matts and seconded by Marilyn Vallone, Mrs. Levine reconvened the Public Meeting at 8:20 P.M.

Motion to Adjourn:

Motion by: Jennifer Matts Second by: Marilyn Vallone

Meeting adjourned at 8:20 P.M. Next meeting: November 10, 2016, 7 P.M.

Submitted by _____
Julie Browne, Recording Secretary