The following are the meeting minutes for the Oakland Public Library Board of Trustees, Bergen County, held in the Oakland Public Library on Thursday, February 14, 2013.

**Call to order:** President, Ronnie Levine, 7:09 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*.

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<th>Roll Call:</th>
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<th>Member Present</th>
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<td>Glenn Clark</td>
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<td>Jeff Feifer</td>
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<td>Teresa Kilday</td>
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<td>Ronnie Levine</td>
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<td>Jennifer Matts</td>
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<td>Geraldine Petersen</td>
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<td>Sadie Quinlan</td>
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<td>Linda Schwager</td>
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<td>Marilyn Vallone</td>
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<td>Abigail Sanner</td>
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**Approval of Minutes**
Motion by Glenn Clark, Seconded by Jennifer Matts, to approve the January 10, 2013 Meeting Minutes. In favor:

☐ Clark     ☒ Levine     ☐ Quinlan
☐ Feifer    ☒ Matts     ☐ Schwager
☐ Kilday (Abstain) ☒ Petersen ☐ Vallone (Abstain)

**Open Public Forum:**
No members of the public were present.

**Director's Report**
The Director's Report for February was distributed via email, and a hard copy was available at the meeting. Ms. Sanner distributed the 2013 Scrapbook to the Trustees for their review. Discussion followed regarding the VMS students who visit the Library unsupervised after school. Mrs. Matts will follow up with school administration regarding possible solutions to this issue.

**Treasurer's Report**
*Presentation of Bills:*
Motion by Jennifer Matts, Seconded by Geri Petersen, to accept the bills in the amount of $7,897.01. In favor:

☐ Clark     ☒ Levine     ☐ Quinlan
☐ Feifer    ☒ Matts     ☐ Schwager
☒ Kilday     ☒ Petersen  ☒ Vallone

The following financial reports were provided: the Bill List, the January 2013 Summary, the Account Balances as of February 13 & 14, 2013, and the February 1 – 14 Summary. All financial reports indicated there are sufficient funds in all accounts. Trustees reviewed all financial reports. Discussion followed regarding a few of the February 2013 bills listed on the February 2013 Bill List.

**Committee Reports:**
*Policy*
Ms. Petersen received all copies of the Library’s Policy Manual and will begin to review the policies. Ms. Sanner distributed the current Library Policies to the Trustees.
Buildings and Grounds
Ms. Sanner reported that the Borough will pick up the cost of the two new pumps ordered last week. She also reported that she is satisfied with the contractor who is responsible for the maintenance.

Ms. Sanner also reported that the Borough will be applying for a grant for the Library to store archival/historical materials and stated that she may be a part of grant application. She will continue to keep the Trustees up to date as the progress of the grant application.

Ms. Sanner briefly discussed the maintenance of the bathroom sinks. She will continue to investigate this maintenance issue and provide her finding to the Trustees in March.

Discussion followed regarding the maintenance of the outside of the Library building. Trustees will contact Ms. Marcalus to discuss the building issues and a possible timeline for repairs.

Old Business:
Ms. Sanner expressed her appreciation to the Borough for its continued support of the Library and its expenses.

Mrs. Levine stated that the Canorous Quintet Concert is scheduled on February 24, 4 P.M.

New Business:
Ms. Levine stated that she is currently working on the April 19 Book Sale and is accepting all book donations.

Ms. Sanner reported that the Library closed early on Friday, February 8, because of the inclement weather. She stated that Mr. Kunze asked, that in the future, to notify the Borough of any early closings.

Recess
Upon motion by Mrs. Petersen and seconded by Mrs. Kilday, Mrs. Levine recessed the Public Meeting at 7:55 P.M. to enter into Closed Session.

Motion to Adjourn:

Motion by: Jennifer Matts   Second by: Geri Petersen

Meeting adjourned at 8:15 P.M. Next meeting: March 14, 2013, 7 P.M.

Submitted by

Julie Browne, Recording Secretary