

BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes June 11, 2015

Present:

Grisel Almonte
Barbara Chittum, Recording Secretary
Marcela Deauna, Treasurer
Thomas Neats, President
Charles (Jim) O'Dowd, Trustee Emeritus
Dr. Nelson Reynoso, Vice President
Jay Shiner
Thomas Lodato, Council Liaison
Mayor Norman Schmelz
Mary Riskind, Director
Evelyn Rizzo, Administrative Secretary
Louise Moroses

President Neats called the meeting to order at 7:40

Notification of Public Meeting

President Neats read the report on public notification of this meeting.

Minutes

A motion was made by Mrs. Deauna, seconded by Mr. Shiner, to accept the May 14th, 2015 minutes as amended. All in favor. Motion carried.

Bills

A motion was made by Mrs. Chittum, seconded by Dr. Reynoso, to approve the June 2015 bill list. All in favor. Motion carried.

Correspondence

Mr. Neats presented a check from the Lions Club in the amount of \$500 to Dr. Reynoso, vice-president, to be used to purchase large print books or audiobooks.

President's Report

Mr. Neats attended the Negotiating sessions. The Search Committee met to modify the job description for the library director position. Mr. Neats also attended several Story Times.

BCCLS and Friends

Mrs. Riskind reported that Books NJ Festival of Books will be held on June 14th at the Paramus Library. All are invited to attend.

The Friends will hold a Marketplace fundraiser selling "gently used" holiday decorations on October 8th – 11th and again in December on December 10th – 13th. The basket raffle ended June 4th.

Building & Grounds

Mrs. Riskind reported that we had a fire inspection today. Everything passed with the exception of the red light outside. The kids tend to play with the bulb and it was not lit.

Finance Committee

The financial summary was distributed and discussed.

Personnel

Gail Westerdahl has returned after having back surgery. Elizabeth McCarthy has been out on sick leave having tests.

Policy

No report.

Strategic Planning

Dr. Reynoso reported on the meeting that was held on June 1st. The Committee discussed a series of activities for the upcoming year, concentrating on a fundraising campaign for the Library. Several ideas were discussed. The next meeting will be July 13th at 7 p.m.

Director's Report

Mrs. Riskind reported that she has a meeting scheduled with the new Executive Director of BCCLS on Tuesday, June 16th.

There are pictures from Family Fun Day on the Library's Facebook page.

The Borough is trying to promote Bergenfield as a site for the motion picture industry in an effort to promote business in Bergenfield. A representative from the Motion Picture Association visited the library for a possible filming opportunity.

The Library recently received a subpoena from a neighboring police department for patron information relating to a Bergenfield Library card. The Library cannot give out any information, even to the Police Department, without a subpoena.

Trustee Education

A list of suggested Annual Motions for Reorganizational Meeting that was distributed at the last meeting will be discussed under Old Business.

Old Business

Mr. Shiner reported that the Union has accepted the proposed Supervisory and Non-Supervisory contracts. A Memo of Understanding was signed by representatives from the Communications Workers of America Union (CWA) Local 1031, AFL-CIO and Library representatives.

A motion was made by Mr. Shiner, seconded by Mrs. Deauna, to accept the Supervisory and Non-Supervisory Union contracts commencing January 1, 2015 through December 31, 2017. Salary increases are retroactive to January 1, 2015. All in favor. Motion carried.

Criteria for the Lucille Tendler Award were distributed at the May meeting. Discussion followed regarding the process for submitting nominations to the Board.

A motion was made by Mr. Shiner, seconded by Mayor Schmelz, to accept the criteria for the Lucille Tendler Award as presented and to form a Review Committee. The Review Committee will consist of Mrs. Almonte as Chair, Mrs. Chittum and Mayor Schmelz. All in favor. Motion carried.

A comparison of elevator maintenance proposals was distributed at the May meeting in preparation of awarding the contract at the June meeting. Discussion followed.

A motion was made by Mr. Shiner, seconded by Mayor Schmelz, to award the contract for elevator maintenance to Jersey Elevator for one (1) year with the possibility of extending the contract for three to five (3-5) years at the current price. All in favor. Motion carried.

A motion from the list of Annual Motions for the annual Reorganizational Meeting distributed at the May meeting authorizes the director to make payment of bills in the event there is no Board meeting for reasons such as recess or lack of a quorum. Discussion followed. Bills paid over the summer months, when there are no Board meetings, would be formally approved at the September meeting.

A motion was made by Mrs. Chittum, seconded by Dr. Reynoso, that the Director/Acting Director be authorized to make payment of bills in the event there is no Board meeting for reasons such as recess or lack of a quorum. This motion will be added to the Reorganizational meeting in January. All in favor. Motion carried.

New Business

Items discussed in closed session at May meeting to be approved in Open Session are as follows:

- To appoint a Search Committee for library director consisting of Mrs. Deauna, Mr. Neats, Ms. Phipps and Dr. Reynoso from the Board; Betty Costello and Louise Moroses from staff; and Linda Mohr from the community.

A motion was made by Mayor Schmelz, seconded by Ms. Almonte, to appoint a Search Committee for library director consisting of Mrs. Deauna, Mr. Neats, Ms. Phipps and Dr. Reynoso from the Board; Betty Costello and Louise Moroses from staff; and Linda Mohr from the community. All in favor. Motion carried.

- To appoint Louise Moroses as Acting Director with a \$1,000 prorated monthly stipend for the time she is working as Acting Director effective July 1, 2015.

A motion was made by Mayor Schmelz, seconded by Mrs. Deauna, to appoint Louise Moroses as Acting Director with a \$1,000 prorated monthly stipend effective July 1, 2015. All in favor. Motion carried.

- To add Louise Moroses as signatory for the Oritani bank accounts during the period she is Acting Director.

A motion was made by Mr. Shiner, seconded by Dr. Reynoso to add Louise Moroses as signatory for the Oritani bank accounts during the period she is Acting Director. All in favor. Motion carried.

The want ad and job description for the Library director was reviewed and approved by the Board.

A motion was made by Mayor Schmelz, seconded by Mrs. Chittum, to accept the job description for the library director as reviewed. All in favor. Motion carried.

Mr. Neats again thanked Mrs. Riskind for all her years of dedication and service to the Library.

Public Portion

Ms. Jessenia Paoli was present as a guest.

Adjournment

A motion was made by Dr. Reynoso, seconded by Mr. Shiner, to adjourn the meeting. Meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Barbara Chittum

Evelyn Rizzo, Recorder for
Barbara Chittum, Recording Secretary