

# BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

**Minutes**  
**October 8, 2015**

Present:

Barbara Chittum, Recording Secretary  
Marcela Deauna, Treasurer  
Thomas Neats, President  
Charles (Jim) O'Dowd, Trustee Emeritus  
Laurie Phipps  
Dr. Nelson Reynoso, Vice President  
Jay Shiner  
Allison Moonitz, Incoming Director  
Louise Moroses, Interim Director  
Evelyn Rizzo, Administrative Secretary

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 Mrs. Phipps, to accept the September 10, 2015 minutes. All in favor. Motion carried.**

## **Bills**

**A motion was made by Mrs. Chittum, seconded by Mrs. Deauna, to approve the October 2015 bill list. All in favor. Motion carried.**

## **Correspondence**

A letter was received from Allison Moonitz officially accepting the offer of library director.

A thank you note was read from the family of Gail Westerdahl for the funeral arrangement.

## **President's Report**

Mr. Neats was in contact with Allison Moonitz regarding her offer of employment. Story Hours have started up again and Mr. Neats attended several programs.

## **BCCLS and Friends**

The Friends Marketplace fundraiser began today and will end Sunday October 11<sup>th</sup>. The Friends breakfast is on October 20<sup>th</sup>. The next Dining-to-Donate will be held at Matthews Diner on October 21<sup>st</sup> & 22<sup>nd</sup>. Linda Mohr is stepping down as president of the Friends. The Friends are looking for someone to fill the position.

BCCLS System Council is meeting on October 15<sup>th</sup>. BCCLS will be upgrading the Bergenfield BCCLS computers on October 27<sup>th</sup>. BCCLS personnel will be cleaning the computers, upgrading the RAM, making some software updates and changing some settings.

## **Building & Grounds**

HVAC problems seem to have been resolved.

## **Finance Committee**

The financial summary was distributed and discussed.

## **Personnel**

Ms. Moroses reported that we're still looking for a part-time librarian for the Reference Department. One of our library pages, Pat Bernstein, has been appointed to a library assistant in the Circulation Department. We've hired a new page, Barbara Wakefield, to replace Pat Bernstein's vacant page position. Chris Kelly, our maintenance person, has obtained a full-time job. He was able to help out during the summer, but the schedule hasn't been working out. He will be resigning the end of the month.

## **Policy**

No report.

### **Strategic Planning**

Dr. Reynoso reported that the committee met last month. They are planning a multi-cultural celebration, One Town – Many Stories a Multi-Cultural Celebration, on March 20<sup>th</sup>, 2016. There wasn't enough time to plan this event for November 15<sup>th</sup>, so the Children's Department are planning a program celebrating the anniversary of Flat Stanley.

### **Director's Report**

No comments other than what was circulated by mail.

### **Trustee Education**

The BCCLS Advocacy Committee is holding a program on the Essentials of Library Law presented by Michael A. Cerone, Jr., Esq. at 7:00 p.m. on Thursday, November 19<sup>th</sup> in the Washington Township Library.

### **Old Business**

Mr. Neats was directed by the Board of Trustees to offer Allison Moonitz the position of library director, at an annual salary of \$85,000, effective November 9<sup>th</sup>, 2015.

**A motion was made by Mrs. Phipps, seconded by Mrs. Chittum, to accept and approve Allison Moonitz as the new director of the Bergenfield Public Library, effective November 9<sup>th</sup>, 2015, at an annual salary of \$85,000. All in favor. Motion carried.**

The Lucille Tandler Community Service Award Application was distributed and reviewed. Discussion followed and several edits were suggested.

**A motion was made by Mr. Shiner, seconded by Mrs. Phipps, to pass the application form with the edits that were suggested during tonight's discussion. All in favor with the exception of Dr. Reynoso, who abstained. Motion carried.**

### **New Business**

The 2016 Library Closings and Holidays was presented.

**A motion was made by Dr. Nelson, seconded by Mrs. Deauna. All in favor. Motion carried.**

### **Public Portion**

### **Adjournment**

**A motion was made by Mrs. Phipps, seconded by Mrs. Chittum, to adjourn the meeting. Meeting was adjourned at 8:40 p.m.**

Respectfully submitted,

*Barbara Chittum*

Evelyn Rizzo, Recorder for  
Barbara Chittum, Recording Secretary