

September 20, 2018

The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:03pm.

Ms. Willms informed the Board that adequate notice of this meeting was forwarded to the newspapers and the Borough Clerk's office in compliance with the Open Meetings Law. All stood for the Pledge of Allegiance.

Attendance Roll Call

Present – Albro, Bucaro, Centanni, Dabal, Lee, Mizdol, Preinfalk,
Absent – DiBernardo, Thompson.

Mr. Anthony Iovino, from Arcari & Iovino was also present at the meeting.

Minutes

On a motion by Mrs. Bucaro, seconded by Mrs. Lee the minutes of the July 23, 2018 meeting were accepted as written.

Roll Call: Mizdol- Abstain, all other Board members: Aye – So Ordered.

Public Portion

There being no one from the public present, this portion of the meeting was open and closed.

At this point in the meeting Mr. Albro suspended the order on the Agenda to allow Mr. Iovino to make his presentation of the latest rendering of the new library building. For the purpose of these minutes the summary of his presentation will be under Old Business/New Library Updates.

Budget Report

Mrs. Centanni noted that one of the library's building funds is maturing in October. Ms. Willms was asked to survey other banks to determine what is being offered and the best place to invest those funds.

A motion was made by Mrs. Mizdol, seconded by Mrs. Dabal to accept the budget report.

Roll Call: Aye – Albro, Bucaro, Centanni, Dabal, Lee, Mizdol, Preinfalk.

New Business

Director's Report

Ms. Willms spoke of the building issues that continue to plague the library. DPW workers tried to correct the leak that appears around the door frame of the public restroom, and most of the time it seems the repair worked, but unfortunately when there are very heavy winds and rain water is still leaking in from somewhere. Both the urinal and the toilet tank in the public restroom had problems, but as of the date of this meeting both issues seemed to be resolved.

Ms. Willms reminded Board members of the major problem of delivery among member libraries and libraries throughout the State. An additional \$9,000.00 will be added to the BCCLS bill for 2019 so BCCLS can create its own delivery service.

There being no further discussion a motion was made by Mrs. Centanni, seconded by Mrs. DiBernardo to accept the Director's report.

Roll Call: All in Favor – So Ordered.

Bills

There was a question regarding supplies purchased during the summer. Ms. Willms was asked to look into securing an account/card with the Shop-Rite in town, and perhaps an account with Amazon. Ms. Willms will do this before next Board meeting.

There being no other questions or discussion a motion was made by Mrs. Dabal seconded by Mrs. Lee to pay all bills presented.

Roll Call: Aye – Albro, Bucaro, Centanni, Dabal, Lee, Mizdol, Preinfalk.

Committee Reports

Finance – There has been very little change in the status of how the Borough pays library bills because the information has not been forthcoming from Borough staff. Committee members did meet with the town's CFO who requested some time to look into the matter and hopefully come back to the committee with some information. Board members feel strongly they need to know all library expenses especially as we move forward with the new library building. Ms. Willms was asked to speak with the DPW Supervisor to get a better understanding of how meters are read and then PSE&G bills received.

Programming – The committee will soon schedule a meeting to discuss programming and fundraising. Mrs. Centanni again noted that a Friends of the Library must be incorporated before any serious fundraising or collection of money can begin. Discussion ensued whether an attorney must do the incorporating, or perhaps an accountant can file the necessary paperwork. Mrs. Dabal will reach out to Mr. Paul Garbarini to find out the information.

Old Business

New Library Update

Mr. Iovino displayed the latest rendering of the new library facility. He informed those present the current square footage is at 6,000, which is almost double the size of the current library. It is an open floor plan with meeting rooms enclosed. Some comments made by Trustees include enlarging the front porch so it will have more of a presence; a garden area in the rear of the building that would look out towards the foliage and riverfront; and ensure there is a Veterans room in the design of the building.

Mr. Iovino also spoke of when the regulations for the Library Construction Bond will become available, and the timeline for applications. The information he had at the time of this meeting indicates the guidelines will be published sometime October/November, and the State will begin accepting applications Spring 2019. Information regarding the flood plain and height levels for new construction are still in flux since FEMA and the State have not drawn up the new flood plain maps.

Mr. Iovino left the meeting after completing his presentation, and the rendering was left to display in the library.

Other Business

Resolution/Movement of Funds

Mr. Albro stated a resolution needs to be passed regarding the movement of money from the scholarship line item to programming. Mrs. Centanni also noted the need for another resolution regarding the payment made to Arcari & Iovino directly from the Spencer money market account. Ms. Willms did some research on resolutions vis-à-vis motions, but is not familiar with how to compose a resolution using the correct terminology. She was asked to supply Mr. Albro with the banking information, and she will do so.

At this point in the meeting Mrs., Mizdol asked to go into executive session. She made the motion which was seconded by Mrs. Dabal and Ms. Willms was excused from the meeting at 6:15pm.

Roll Call: All in favor—So ordered.

Ms. Willms was asked to return to the meeting and was informed that Mrs. Centanni made the motion to close the executive session at 6:29pm, which was seconded by Mrs. Mizdol.

Roll Call: All in favor—So ordered.

There being no other business to come before the Library Board the meeting moved to adjournment.

Adjournment

The next meeting will be held on **Thursday October 18, 2018 at 5:00pm.**

On a motion by Mrs. Centanni, seconded by Mrs. Mizdol, the meeting was adjourned at 6:30pm.

Roll Call: All in Favor – So Ordered.