

January 18, 2018

The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:15pm.

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.

Attendance Roll Call

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

Absent - DiBernardo

Minutes

A motion was made by Mrs. Bucaro seconded by Mrs. Centanni to accept the minutes from the November 21, 2017.

Roll Call: All in favor – So ordered.

Public Portion

Ms. Willms took this opportunity to introduce the new Youth Services Library Assistant, Marlene Dunsheath. Everyone welcomed her to the library and wished her well as she undertakes this challenging position.

At this point in the meeting at 5:25pm Mr. Albro entertained a motion to go out of order of the Agenda so Mr. Anthony Iovino could make his presentation to the Library Board. The motion was made by Mrs. Centanni seconded by Mrs. Dabal to move out of order of regular business.

Roll Call: All in favor – So ordered.

Budget Report

There being no discussion regarding the financial statements a motion was made by Mrs. Centanni seconded by Mrs. Dabal to accept the budget report.

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

Correspondence

Ms. Willms presented the *Certification of Agreement* that is sent by BCCLS every year to member libraries. The form ensures that the Library is in compliance with the bylaws of BCCLS and the policies and procedures of the membership. The form is signed by the President of the Library Board and the Library Director, and mailed to the BCCLS office.

A motion was made by Mrs. Mizdol, seconded by Mrs. Centanni to receive and file the correspondence.

Roll Call: All in Favor – So Ordered.

New Business

Director's Report

Ms. Willms spoke of making a request to the town for part of its 2018 budget. The operating account is in need of money to continue paying library bills, especially since the BCCLS bill is due before March, which is the library's largest bill for the year.

On a motion by Mrs. Centanni, seconded by Mrs. Dabal, the Director's Report was accepted.

Roll Call: All in favor—so ordered.

Bills

Ms. Willms spoke of the need to either transfer money from one of the capital accounts, or pay the architect directly from one of the Spencer accounts that is a money market checking account.

A motion was made by Mr. Albro, seconded by Mrs. Mizdol to pay the architect's fee directly from the Spencer capital account.

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

On a motion by Mrs. Centanni, seconded by Mr. Albro, all bills presented will be paid.

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

Committee Reports

Mrs. Centanni and Mrs. Mizdol spoke of a number of discrepancies after reviewing the summary of accounts for 2016 and 2017 that were provided by the Borough to the Library.

The most numerous inconsistencies were found in the health insurance premiums, the utility/energy budget lines, and payroll services. There will soon be a forensic audit performed, which will hopefully answer the many questions raised by the finance committee.

2018 Salaries (moved to end of meeting for executive session)

The Board went into closed session to discuss salaries at 6:45pm, so a motion was made by Mrs. Mizdol, seconded by Mrs. Centanni to move to an executive session.

Roll Call: All in favor – So ordered.

Ms. Willms presented Mr. Albro and the Board with a letter requesting a 4.5 increase for library staff. After much discussion the staff arrived at that figure based on previous years' increases, and without knowing what the figure other white collar employees had agreed to. Ms. Willms also informed the Board that 2 staff members are due a step up based on past actions. Board members have taken the matter under advisement and will discuss salary negotiations at a future meeting.

On a motion by Mrs. Mizdol, seconded by Mrs. Centanni the meeting moved back into regular session at 6:51pm.

Old Business

NEW LIBRARY UPDATE (presented earlier in the meeting)

Mr. Anthony Iovino displayed his rendering on a poster board and provided smaller copies to all Board members.

Items that were discussed during this time period include:

- Cost per square foot (\$350.00 approx.)

- When will the grants and/or application from the construction bond act become available? Best case scenario is the end of the year.

- Windows will be facing towards water or woods/trees/bushes areas.

- Potential to do solar panels and place mechanical equipment on the roof due to its flat design.

- Questions regarding bonding for the new facility.

- Getting the word out. Fundraising committee will meet to brainstorm various activities that will raise money for the new library.

- The poster board version of the rendering will be placed in a glass enclosed case at the Civic Center where the citizens of Wallington can see what the new library might possibly look like.

After the presentation Mr. Albro asked for a motion to return to the regular order of the meeting.

On a motion by Mrs. Centanni seconded by Mrs. Dabal the meeting returned to its normal order of business at 5:55pm.

Roll Call: All in favor – So ordered.

Before moving to the next order of business, Mr. Albro administered the Oath of Allegiance to Mrs. Mizdol who had been reappointed to the Library Board of Trustees for an additional 3 years.

Other Business

Mr. Albro spoke of a meeting attended by himself, Mrs. Dabal, Mr. Cuccio, and Ms. Fontana regarding details of building a new library facility.

Items discussed:

- Taking money out of the proper source for capital expenses and eventually creating a special account.

- When making the request for grant money this action will be co-sponsored with the municipality.

- The VFW property had been purchased with federal funds.

- The basketball courts must be relocated.

- There had been an arrangement made with the town that the library would pay all of the PSE&G bills, but not pay for payroll services.

- A question arose concerning the bylaws and who is the signatory of of the bylaws.

Adjournment

The next meeting will be held on **Thursday February 15, 2018 at 5:00pm.**

On a motion by Mrs. Mizdol, seconded by Mrs. Centanni the meeting was adjourned at 6:55pm.

Roll call: All in favor—so ordered.