

July 23, 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, DiBernardo, Lee, Preinfalk, Thompson
Absent – Dabal, Mizdol.

Minutes

There being no discussion regarding the minutes for the June 21, 2018 Library Board meeting a motion was made by Mrs. DiBernardo seconded by Mrs. Bucaro to approve the minutes as presented.

Roll Call: Mr. Albro abstained while the remaining Board members voted in favor of approving the minutes.

Public Portion

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

Budget Report

A budget report was not available due to the bookkeeper being on vacation. However, Ms. Willms did inform the Board that the capital account figures presented at the June Board meeting were accurate.

New Business

Director's Report

Ms. Willms spoke briefly of the summer programs underway. Events have been well attended and the hope is that the number of attendees will increase as the summer progresses.

Everyone discussed the fact that ceiling tiles had fallen in the meeting room of the VFW. There was some concern for the programs being held at the VFW and would they be able to meet on Wednesday and Thursday. Ms. Willms will stop at the Civic Center Tuesday morning and inform staff there

about the problem, and hopefully speak with a DPW worker once she arrives at the library.

A motion was made by Mrs. DiBernardo seconded by Mrs. Thompson to accept the Director's Report

Roll Call: All in favor—so ordered.

NOTE: Ms. Willms emailed all Board members on Tuesday the 24th to let them know that the room had been cleaned and was safe to host the library programs on Wednesday and Thursday.

Bills

Mr. Albro informed Ms. Willms that it is not her responsibility to purchase janitorial supplies for the library. Mr. Albro firmly believes staff should not be purchasing items for the library. Another avenue for these types of purchases should be pursued. Ms. Willms agreed and will investigate alternative means for these purchases.

A motion was made by Mrs. Preinfalk, seconded by Mrs. Thompson, to pay all bills presented.

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

At this point in the meeting Mr. Albro spoke of the need to protect the library's capital accounts by creating a 3 year capital improvement plan. Mr. Albro plans on scheduling a meeting with the finance committee to define a needs assessment for the library in September or October. The hope is that with the bequest, money from the State, and our own capital funds there will be no need to ask the town to bond for a new library. However, if the need to request money from the town does arise this document must be in place.

Mr. Albro had to leave the meeting, but before he left there was a quick discussion regarding movement of monies from one line item to another in the budget. This was met with approval by all. Therefore, a motion was made by Mrs. Centanni, seconded by Mrs. Preinfalk to transfer money from the scholarship fund to the programming line in the library's budget.

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

Committee Reports

Programming – There was discussion about the various summer programs in progress. The art program is proceeding along nicely as well as the coding program. The Monday craft program is seeing an increase in the number of children attending, and sign-ups for summer reading is steadily growing also. There was concern regarding the inconsistency of the time for these programs, and whether or not they have been promoted on Instagram. Ms. Willms will speak with Ms. Dunsheath about these concerns.

Other ideas presented for future programs include coffee tasting, an art show highlighting the work created by those children who attended the art program, and an evening of jazz music, and of course, the cocktail party in October.

Finance – The members of the finance committee are still trying to find a resolution regarding the utility bills for the library. They are hoping to have a sit down among committee members, the town's CFO, and two members of the town council, our liaison, Mrs. Dabal and Mr. Rachelski, a member of the Borough's finance committee.

The members also feel there is now a necessity to set up a separate fundraising account for money collected from all future fundraising events. The best way to proceed with this will be discussed at the aforementioned meeting.

Old Business

New Library Update

Mr. Albro handed out photocopies of a new drawing of what the new library may look like. This rendering was positively received and all feel that we are moving in the right direction as to what the new library facility will look like. Mr. Albro spoke with Mr. Iovino who informed him the guidelines for the library construction grant monies are on target to be released in the fall, and once announced, we will be ready to move forward with the application in the hopes that our library will meet the criteria for construction funds.

2018 Salaries

Mr. Albro is very concerned this has not been settled yet. He is going to recommend that the Board negotiate for 2 years so staff will not have to wait so long for the salary increase for 2019.

Other Business

Mrs. Centanni informed the Board that she will no longer sign checks for the library until she and Mrs. Mizdol are properly bonded by the town. Ms. Willms will look into this concern.

Ms. Willms had to leave the meeting due to the lateness of the hour. However, before she left a motion was made by Mrs. Preinfalk seconded by Mrs. Bucaro to go into closed session at 6:35pm.

Roll Call: All in favor—so ordered.

Mrs. DiBernardo will take charge of the minutes from this point forward.

Mrs. DiBernardo informed Ms. Willms that closed session ended at 6:52pm and a motion was made by Mrs. DiBernardo seconded by Mrs. Preinfalk to return to open session.

Shortly after returning from closed session the and there being no further business to be brought before the Board, the meeting was moved to adjournment.

Adjournment

Next meeting - **TBA**

On a motion by Mrs. Centanni, seconded by Mrs. Thompson the meeting was adjourned at 6:56pm.

Roll call: All in favor—so ordered.