

Minutes of the Library Board of Trustees Meeting
February 25, 2015
Recording: Pat Giordano

The meeting was called to order at 7:39 PM by Anne Vosatka and deemed to be in compliance of the New Jersey Open Public Meeting Act. A quorum of Trustee members was present.

Attendees: Anne Vosatka, Christine Whittemore, Linda Farmer ,Carol Sventy, Dianne DiGiuseppe, Sam Pharo, and Pat Giordano. Mike Odian joined the meeting later.

Absent: G. Sisco

Minutes: On review of the minutes of the January meeting it was noted by C. Whittemore that the minutes state her as making a motion to accept the minutes of the meeting. That was incorrect. The motion was made by M. Odian. The motion to accept the January minutes with the correction was made by C. Whittemore and seconded by L. Farmer and approved by unanimous vote.

There were no public comments regarding agenda items.

Statistica IReport, Financial Report and Financial Snapshot: There were no comments on the Statistical, Financial Report, and Financial Snapshot. The motion to accept the reports as presented was made by C. Whittemore and seconded by L. Farmer and approved by unanimous vote.

Approval of Bills: The motion for Payment of the February bills was made by C. Whittemore and seconded by L. Farmer and approved to be paid by unanimous vote.

CLL and Friends: L. Farmer reported that there have been several cancellations of CLL classes and Friends meetings due to weather and the recent water main break that affected the library.

Boro Liason: C. Sventy reported that the Director addressed the workshop session of the Town Council as noted in the directors report and was very well received. None of the Trustees were present at the council meeting.

Library Legacy Foundation: S. Pharo reported that the Kinnelon Library Legacy Foundation has established a checking account with Lakeland Bank.

Personnel SubC reported that the Year End Evaluation for the Director is complete and is ready for discussion during closed session.

Finance SubC had nothing to report.

The Resolution of the 2015 Objectives of the Library was discussed. It was noted that the 5 core objectives coincide and are intentionally open ended in scope in order to facilitate broader thinking in all areas and allow for change and growth toward a relevant and effective future library.

Directors Report: The Directors Report included the submitted written report.

The Resolution to hire a part-time program specialist was discussed. The person would work with the adult and teen departments to develop programs since the attendance in those areas is the leanest.

The proposal for a Staff Development Day was submitted by S. Pharo. He proposes a paid, full day program of workshops developed by the staff for inter-department information sharing, emergency response drills, and other potential information sessions that might be available through MAIN perhaps as early as April. Subsequent days are to be planned throughout the year depending on the success of the pilot. The library would remain closed for the session and it might be possible to plan other physical improvements for the same time. The meeting rooms would remain open.

MAIN updates provided by S. Pharo included that the OPAS support that was previously provided by Morris County Library will now be provided by the MAIN as a group and the organization has gone to an Executive Director with an Executive Board to better represent the member libraries.

MAIN has changed the e-book platform from Digital to 3M and we were given a brief demonstration on how it is used.

A report from the Director on MAIN will remain in future agendas.

New Business: The only New Business discussed was the marquee. It is a work in progress and progress is being made on fonts, colors, etc.

C. Whittemore motioned to Approve Resolution 2015-6 2015 library Objectives, L. Farmer seconded. The resolution was approved by unanimous vote.

Resolution 2015-7 Program Specialist Posting will be amended to allow A. Vosatka and M. Odian to review the posting and give input to the Director . The motion to approve the resolution as amended was made by M. Odian and seconded by L. Farmer and approved by unanimous vote.

A motion to endorse the principle of a Staff Development Day with a Resolution to be presented in March was made by L. Farmer and seconded by C. Whittemore.

A policy for posting announcements to the marquee will be drafted by S. Pharo and C. Whittemore and presented for resolution at the March meeting.

The motion to move to closed session was made at 9:03 by L. Farmer and seconded by D.DiGiuseppe

A motion to resume open session was made by D. DiGiuseppe and seconded by L. Farmer at 10:08.

Based on the results of the evaluation of the Director we authorize a 2% cost of living pay increase effective on the 2014 anniversary of hire and a 1% merit increase effective January 1 2015 for the Director. Motion made by L. Farmer and seconded by C. Whittemore and approved by unanimous vote.

Motion to adjourn at 10:09 was made by C. Whittemore and seconded by L. Farmer.