

Minutes of the Library Board of Trustees Meeting
April 15, 2015
Recording: Pat Giordano

The meeting was called to order at 7:34 PM by Linda Farmer and deemed to be in compliance with the New Jersey Open Public Meeting Act. A quorum of Trustee members was present.

Attendees: Linda Farmer, Dianne DiGiuseppe, Sam Pharo, Pat Giordano, Glenn Sisco
Absent: Anne Vosatka, Christine Whittemore, Carol Sventy, Mike Odian

Minutes: The motion was made by D. DiGiuseppe and seconded by G. Sisco to approve the minutes of the March 18, 2015 meeting. The vote was unanimous.

Public comments regarding agenda items. There were no public comments on the agenda.

Statistical Report: There were no comments.

Financial Report and Financial Snapshot: There were no comments.

Approval of Bills: The motion for Payment of the March bills was made by G. Sisco and seconded by D. DiGiuseppe and approved to be paid by unanimous vote.

CLL and Friends of the Kinnelon Library: L. Farmer reported the following:

- Friends: Madeline Florio spoke at the last friends meeting to explain Her SPEAK Up for Animals Girl Scout Gold Award project. Friends agreed to make a monetary donation to assist in providing prizes for Madeline's various contests.
- with construction beginning on the Borough DPW facility, the shelving for the Book Sale needs to be relocated. With permission from the Borough, there will be a storage shed placed adjacent to the current shed in back of the library, painted to match the existing shed, and paid for by Friends.
- CLL 's spring semester has 4 dates left as a result of weather interruption during the winter. The CLL luncheon will be held on May 6, 2015.

Borough Liaison: C. Sventy was absent from the meeting.

Library Legacy Foundation. S. Pharo reported that the paperwork necessary to move the funds to Lakeland Bank is in the final stages.

Personnel SubC had nothing to report other than the updates provided in the Director's Report . See also Technologist Position and New Business.

Finance SubC : none present.

Technologist Position: S. Pharo reported that a second interview of a potential candidate has been completed by the Personnel Subcommittee and himself. There will be an offer extended to the candidate. L. Farmer reported that the candidate agreed to attend the CLL meeting and was well received.

By-Law Change Proposal re: remote attendance by Trustees: S. Pharo presented the by-law change proposal stating that the wording used was prepared by previous interim Director Jim Hecht. S. Pharo also consulted, informally, with a lawyer on the matter. Their opinion was that the key point in the remote access be that all absent members could “hear and be heard”. P. Giordano asked if previous discussion on the matter by the board regarding whether the remote member would be considered absent or present had to be taken into consideration. It was decided that since it was only a discussion, and not a resolution, the change in attendance could be proposed. It was decided that wording should be added that a minimum number of Board members must be physically present for each meeting at the location specified in the public meeting notices.

Financial Disclosure Requirement: in checking with the Borough, S. Pharo was informed that Kinnelon Library Trustees are not required to file the form.

Analysis of KPL Circulation Trends: in light of the fact that M. Odian was absent, it was decided to postpone the discussion. S. Pharo did report that the general trends in increased Children’s circulation and decreased circulation in all other areas is consistent with all of Morris County.

Zinio Demonstration/3M Update: S. Pharo reported that the 3M platform for audio books and e-books is increasing the products offered because of the cooperation by members of MAIN. He demonstrated accessing Zinio and highlighted the fact that the 70+ magazines offered can be downloaded to a device eliminating the need for internet access in order to read the magazines and that renewal restrictions do not apply.

Directors Report: there were no comments on the Directors Report. S. Pharo summarized the report.

- two part-time employees have resigned
- the carpet in the elevator has been replaced.
- the permits for the ramps have been submitted and as soon as they are granted the contractor will begin.

MAIN: S. Pharo informed the board that the Director of the Morris County Library recently passed away. Lynne Olver was a noted food historian and consulted for some of the food television shows in addition to being long time Director for Morris County.

Action items: there were no action items.

New Business:

Library Workforce Restructuring:

- the Board requested a resolution for next meeting expressing our gratitude for the years of service and commitment to the library to the resigning employees and best wishes to them as they leave.
- a search for the replacement of a part-time employee is to begin as soon as possible. A key objective for this position is flexibility; the individual should be able to work in any department as needed.

Public Comments: Jill I. asked if a means of recording the meetings was in place, citing that museum and council meetings are recorded. L. Farmer responded that there are no requirements to record meetings, only that written minutes be maintained. However, if any of the Board members request that the meetings be recorded, the board would certainly consider such a request.

The motion to move to closed session was made at 8:13 by G. Sisco and seconded by D. DiGiuseppe with unanimous approval.

A motion to resume open session was made by D. DiGiuseppe and seconded by L. Farmer at 8:40. The Personnel SubC has presented a recommendation to the Board regarding a Grievance filed by Local 108. However, in light of the fact that several members of the Board were absent from the meeting, the Board will act on the recommendation at the next meeting in order to afford all Board members the opportunity to discuss the recommendation.

The motion to adjourn the April meeting was made at 9:00 by G. Sisco and seconded by D DiGiuseppe.