Minutes of the Kinnelon Public Library Board of Trustees Meeting
January 11, 2017
Recording: J Horton

This specially scheduled meeting of the Board of Trustees re: the search for a new Director was called to order by President A. Vosatka at 7:11 PM.

Attendees: A Vosatka, J Hecht, L Farmer, M Odian, P Giordano, J Horton, R Leavesley, and B Sullivant

The motion to adjourn the public meeting and move to closed session to interview and discuss the search for a new Director was made at 7:11 PM by L Farmer and seconded by P Giordano.

The motion to move out of closed session and reopen the public meeting was made at 8:32 PM by L Farmer and seconded by P Giordano.

The motion to adjourn the public meeting was made at 8:32 PM by L Farmer and seconded by P Giordano.

Respectfully Submitted,

Joyce Horton

[Signature]
Minutes of the Kinnelon Public Library Board of Trustees Meeting  
January 12, 2017  
Recording: J Horton

This specially scheduled meeting of the Board of Trustees re: the search for a new Director was called to order by President A. Vosatka at 6:04 PM.

**Attendees:** A Vosatka, J Hecht, L Farmer, M Odian, P Giordano, J Horton, R Leavesley, C Sventy and B Sullivant

The motion to adjourn the public meeting and move to closed session to discuss the search for a new Director was made at 6:04 PM by L Farmer and seconded by P Giordano.

The motion to move out of closed session and reopen the public meeting was made at 7:12 PM by L Farmer and seconded by P Giordano.

The motion to adjourn the public meeting was made at 7:12 PM by P Giordano and seconded by L Farmer.

Respectfully Submitted,

Joyce Horton

[Signature]
Minutes of the Kinnelon Public Library Board of Trustees Meeting  
January 18, 2017  
Recording: J Horton

Sunshine Law Compliance:  
This regularly scheduled meeting of the Kinnelon Public Library Board of Trustees is being held in conformity with the Open Public Meetings Act. Proper public notice of the Meeting was published in the Suburban Trends and Star Ledger on January 11 and posted on the Library’s website.

The January meeting of the Board of Trustees was called to order by President A. Vosatka at 7:31 PM. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law and read the above statement aloud.

Attendees: A Vosatka, L Farmer, M Odian, J Horton, P Giordano, J Hecht, B Sullivan (in attendance for portion of closed session related to new director recruitment)

Absent: Mayor Collins, D DiGiuseppe

The motion to move to closed session to discuss union contract negotiations and the new director recruitment was made at 7:32 PM by P Giordano and seconded by J Horton.

The motion to move out of closed session and reopen the public meeting was made at 8:21 PM by P Giordano and seconded by J Horton.

M Odian made a motion that the Board of Trustees offers the position of Kinnelon Public Library Director to Kimberly Fraone pending her acceptance of the terms and conditions set forth in an employment agreement to be developed by the Library’s legal counsel, Douglas Zucker, in consultation with Board President Anne Vosatka. J Horton seconded, unanimous vote to approve.

A Vosatka gave credit to the Director Search Committee for the tremendous job they did. M Odian reiterated President Vosatka’s sentiments and individually recognized B Sullivan and each of the other Search Committee members for their outstanding efforts.

L Farmer made a motion to move to the Annual Reorganization Meeting at 8:23 PM, seconded by P Giordano and unanimously approved.

The motion to adjourn the Annual Reorganization Meeting and reopen the January Board meeting was made at 8:29 PM by L Farmer, seconded by P Giordano and unanimously approved.

Approval of the December 2016 Minutes: Motion by P Giordano, seconded by L Farmer, unanimously approved.

Public Comments Regarding Agenda Items: None

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: M Odian raised a question on circulation statistics which J Hecht addressed. The motion to approve the Bills List was made by M Odian, seconded by L Farmer and unanimously approved.
Informational Discussions Including Sub Committee Updates:

**CLL/Friends:** L Farmer reported that as of December 31, year-to-date receipts from the Friends membership drive were $43,513, an increase of $1,683.50 versus last year.

The Board discussed whether the Service Directory should list the 2017 Library holidays and the name of the pending Director. The Board decided to list the Director as “TBA” and to list the holidays with the notation, “pending finalization of Union contract; check website for up-to-date listing.”

**Borough Liaison:** Nothing to report.

**Kinnelon Library Legacy Foundation:** M Odian confirmed that S Pharo has been removed as signatory.

**Personnel SubC:** L Farmer reported that discussion re: personnel negotiations with the union and the recruitment of a new director took place during the closed session held at the beginning of this meeting.

**Finance SubC:** J Horton reported that the 2016 financial statements, while still preliminary, show the Library to have ended 2016 with a healthy surplus. It is fully expected that the Library will still maintain this solid financial position even after the budget report is updated with late December expenses.

**Brainstorming:** Tabled

**Director and Staff Reports:**

**Director Report:** J Hecht reported that the new KPL website, which is Word Press-based, is in the process of being loaded and the staff is currently being trained on its use.

A Board member observed that some of the monthly Staff Reports have been shorter and less detailed than in the past.

M Odian commented that he recently attended four programs which he felt were all well received and very well attended. It was remarked that the Program Director is doing an excellent job in selecting and running programs.

**Action Items:** RESOLUTION 2017–05 - Implementing Resolution 2016–05 and Qualifying Eligible Full-Time Employees to Participate in the Library’s Group Medical Insurance Program in Compliance with The Patient Protection and Affordable Care Act. The motion to approve the Resolution was made by M Odian, seconded by P Giordano and unanimously approved. The Resolution states that the Library will comply with the regulations set forth by the ACA and details the determination of full-time status and dates of eligibility.

**New Business:** M Odian noted that Mayor Sisco will no longer be attending the Board meetings as he is currently filling the Borough Council vacancy resulting from Adam Barish’s departure. Mayor Collins will now be attending the Library Board meetings in his stead.
M Odian made the following motion and L Farmer seconded with unanimous approval:
The Board of Trustees of the Kinnelon Public Library recognizes and greatly appreciates the efforts of Mayor Glenn L. Sisco, wishes him well in his future endeavors and knows that he always maintains the best interests of our Library in his mind and actions.

Public Comments: None

The motion to adjourn the public meeting was made at 8:52 PM by P Giordano and seconded by L Farmer.

Respectfully Submitted,

[Signature]

Joyce Horton
Minutes of the Kinnelon Public Library Board of Trustees Annual Reorganization Meeting  
January 18, 2017  
Recording: Joyce Horton

Sunshine Law Compliance: 
This annually scheduled meeting of the Kinnelon Public Library Board of Trustees is being held in conformity with the Open Public Meetings Act. Proper public notice of the Meeting was published in the Suburban Trends and Star Ledger on January 11 and posted on the Library’s website.

The 2017 Annual Reorganization Meeting was called to order at 8:24PM by President A Vosatka

Attendees: A Vosatka, L Farmer, M Odian, J Horton, P Giordano, J Hecht

Absent: Mayor Collins, D DiGiuseppe

Nominations and Elections:

President: Anne Vosatka; nominated by L Farmer, seconded by M Odian, unanimous approval

Vice President: Linda Farmer; nominated by P Giordano, seconded by M Odian, unanimous approval

Secretary: Pat Giordano; nominated by L Farmer; seconded by J Horton, unanimous approval

Treasurer: Joyce Horton; nominated by L Farmer, seconded by M Odian, unanimous approval

Annual Business Agenda:

Resolution 2017-1 Designation of Library Board Meeting Dates – Motion to approve by P Giordano, second by L Farmer, unanimous vote to approve. The meetings shall be held the 3rd Wednesday of each month from January- June and September – December. No meetings are scheduled for July and August. Exact dates are listed in the resolution.

Resolution 2017-2 Appointment of General Counsel to the Library Board- Motion to approve by L Farmer, second by J Horton, unanimous vote to approve. Douglas Zucker of Springfield. NJ shall remain General Counsel to the Library Board of Trustees.

Resolution 2017-3 Official Newspapers for Notices in 2017- Motion to approve by P Giordano; second by L Farmer, unanimous vote to approve the Suburban Trends and the Star Ledger for publication of notices by the Board in 2017.

Resolution 2017-4 Appointment of Auditor- Motion to approve by P Giordano, second by J Horton, unanimous vote to approve Ferraioli, Wielkotz, Cerullo & Cuva of Pompton Lakes, New Jersey as the Library’s auditors for the calendar year 2017. This is the successor firm resulting from the merger with VM Associates, the Library’s prior auditors.

M Odian asked J Hecht to look into whether Library is obligated to advertise in two papers, or if just one is allowed.
The motion to adjourn was made at 8:29 PM by L Farmer and seconded by P Giordano.

Respectfully Submitted,

[Signature]

Joyce Horton