

Minutes of the Kinnelon Public Library Board of Trustees Meeting
November 16, 2016
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 October 12 and posted on the Library's website.

The November 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, S Pharo, L Farmer, M Odian, P Giordano, J Horton, G Sisco

Approval of the October 2016 Minutes: Motion by L Farmer; second by P Giordano; unanimously approved.

Public Comments Regarding Agenda Items: none

Presentation by Phillip Berg, Executive Director of M.A.I.N: P Berg gave an overview of the benefits and services provided by MAIN to consortium libraries including IT support, ILS, cost sharing, and analytics.

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: nothing to report. The motion to approve the Bills List was made by L Farmer; seconded by P Giordano and unanimously approved.

Informational Discussions Including Sub Committee Updates

Friends: L Farmer reported that the Friends membership drive, the primary source of funding, is tracking \$5,000 behind last year.

CLL: L Farmer reported that VP Bob Frank has not tendered his resignation but has stepped down from his position. Discussions on how to move forward are underway.

Borough Liaison: nothing to report.

Kinnelon Library Legacy Foundation: M Odian reported that tax filings for 2015 are in process in addition to paperwork to remove S Pharo as signatory.

Personnel SubC: L Farmer reported that personnel negotiations with the union and the search for a new director are currently underway.

Finance SubC: J Horton reported that the Committee met with Sam on the 2017 budget, and other than waiting for the resolution of one line item, made good progress. The plan is to present the final budget at the December Board meeting for review and approval.

Brainstorming: Tabled

Director Search Update: M Odian reported that resumes have been received and the goal is to make a decision by the January Board meeting. It is hoped that the new director will be in place by the end of the first quarter.

Director and Staff Reports:

Director Report: S Pharo reported that his main priority is drafting transition memos to aid the new director. He plans to convey the importance of the affiliate organizations (CLL and Friends) and their key role in support of the library. S Pharo also noted that with winter coming, the cleaning and maintenance of the building, carpets and painting are priorities.

P Giordano asked about the status of new carpet and other capital improvements that were supposed to be funded by the Borough. Fox Architects came in last year, but these projects seem to be at a standstill.

A Vosatka responded that the physical plant improvement and maintenance issues will be addressed in the transition memos Sam is preparing. These projects are on hold while the Library awaits the results of the property revaluations and resultant Borough appropriation funding.

Action Items: Vote to approve the MAIN membership agreement and payment of the 2017 fee of \$17,895. This reflects a 37% increase vs. 2016 which is due to rising costs and paying for the reorganization of the consortium and service improvement. The 2018 assessment will increase again as that is the third year in the reorganization. The motion to approve the Main Agreement was made by M Odian, seconded by L Farmer and unanimously approved.

New Business: none

Public Comments: E Zechmeister, 1 Holly Trail, asked if the group that spilled coffee on the carpet notified Library personnel of the stain right away. The response was no as this meeting took place after hours.

J Iannino, 23 Highlands Drive, asked if interviewing for the director position has begun and if the Board will be using Pro Libra. M Odian responded that Pro Libra is not being utilized and the best case scenario is to have a decision by the January Board meeting.

The motion to adjourn the public meeting and move to closed session was made at 8:34 PM by G Sisco and seconded by P Giordano.

The motion to move out of closed session and reopen the public meeting was made at 8:49 PM by L Farmer and seconded by P Giordano.

Re: the discussion on closing the library on Monday, January 2, 2017, S Pharo raised the point that it was not necessary to vote on that issue as it is already included as a holiday in the union contract.

The motion to adjourn the public meeting was made at 8:49 PM by G Sisco and seconded by L Farmer

Respectfully Submitted,

Joyce Horton