

Minutes of the Kinnelon Public Library Board of Trustees, October 16, 2018 Meeting
Kinnelon Public Library
132 Kinnelon Rd
Kinnelon, NJ 07405

Recording: Pat Giordano

The 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.

Roll Call: Attendees: A Vosatka, K Fraone, M Odian (via speaker phone), L Farmer, P Giordano, and V Russo

Approval of the September 2018 Minutes: Motion by M Odian; second by L Farmer with unanimous approval.

Public Comments Regarding Agenda Items: none

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: The motion to approve the September Bills was made by L Farmer; second by M Odian with unanimous approval. A Sub Committee was formed to evaluate the Meeting Room and Statistical Reports to determine if those reports are meeting the needs of the members of the Board and to develop changes to the reports if necessary,

Informational Discussions Including Sub Committee Updates.

CLL and Friends: L Farmer reported strong membership numbers. The October Shredding Event netted \$2556. CLL is examining attendance levels of classes to determine if changes need to be made to the program in the future.

Borough Liaison: V Russo reported that the Borough felt KFest was a success and intends to continue to evaluate the event to make additional improvements.

Kinnelon Library Legacy Foundation: nothing to report.

Personnel SubC: The Technologist position was eliminated in early October. MAIN covers most of the areas that fell into the job description. The Library Program Specialist was assigned any areas not covered by MAIN and became the Library Program and Publicity Coordinator.

Finance SubC: nothing to report

Director and Staff Reports: The Director has been in discussion with Morris Security Electronics to install security cameras in the areas currently void of coverage. Namely, Meeting Room 4, the hallway outside of Meeting Room 4, Meeting Room 2 and the stairway. The Chief of Police was also consulted. Also included in the discussion was the installation of the automatic door openers. It was suggested

that the library offices also be considered for coverage since staff duties require them to be alone in the offices at times.

Two additional staff members have gotten their certifications as Public Notary.

Action Items: Marquee Sign Policy- the motion was made by L Farmer to approve the Marquee Sign Policy as presented to the Board on this date. Second by M Odian with unanimous approval. V Russo agreed to investigate the possibility of remote posting in the event a person cannot physically get to the library to make emergent changes.

New Business: The Director requested the Board consider closing on December 26 as a paid holiday. In order to properly consider the request, the Board felt more information was necessary. Namely, statistics on patron usage of the library on this date in past years.

Public Comments: It was asked if there is a problem with attendance at CLL classes that prompted the review of the programs offered. L Farmer responded that there is currently a single class that has a lower attendance.

The motion to adjourn was made at 8:31 by L Farmer and seconded by P Giordano.

Pat Giordano, Secretary