

Montville Township Public Library
Board of Trustees Meeting
Minutes of February 12, 2024
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

I. Call to Order

The meeting was called to order by Mr. Grau, at 7:00pm

II. Roll Call

<i>MEMBERS PRESENT</i>
Ms. Linda Peskin
Mayor Kayne
Dr. Sunil Shah
Mr. Robert Donohue
Mr. David Tubbs
Ms. Deb Nielson
Mr. Charles Grau
Mrs. Dianna Paradise
<i>MEMBERS ABSENT</i>
Mr. Larry Hines

Catherine LaBelle, Library Director – Absent

Mary Grace Zaccaria, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

III. Open Public Meetings Act Statement

Secretary Johansen stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meeting will be digitally recorded. Minutes will be available to the public on the Library’s website once they have been officially approved.

IV. **Pledge of Allegiance** – Mr. Grau requested a moment of silence for the death of Nina Zarin.

V. **Adoption of Minutes**

Mr. Grau made a motion to approve the January 8, 2024, Reorganization Session minutes, seconded by Mr. Donohue

Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Mayor Kayne abstained; Motion Carried

Mr. Grau made a motion to approve the January 8, 2024, Reorganization Session minutes, seconded by Ms. Peskin

Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Mayor Kayne abstained; Motion Carried

VI. **Public Comments**

None

VII. **Reports of Officers**

Larry Hines – President

Mr. Hines absent, no report.

Charlie Grau – Vice-President

Mr. Grau had no report.

Dianna Paradise – Secretary

Mrs. Paradise had no report.

Linda Peskin – Treasurer

Ms. Peskin stated they met this evening. They reviewed all of the financial documents and all is in order.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VIII. Report of Liaisons

Mayor – Mayor Kayne stated that the first budget meeting took place. A bill was passed in Trenton that may affect the affordable housing in town. Senate still needs to approve and Montville will pass a resolution against these bills.

Superintendent Liaison of Schools – Mr. Tubbs stated that Kindergarten registration is going on and the Volleyball Marathon is March 8th.

IX. Reports of Committees

Finance: Ms. Peskin stated that that \$46,959 will be moved from Capital Reserve to the Operating account. Lakeland Bank will continue to hold the CD's and the dates were changed on the Cash Management plan.

Personnel – Mr. Grau had no report.

Buildings & Grounds: Ms. Nielson stated that they met. The Town Engineer and the electrician came out and looked at the parking lot lights. The heads have been ordered and received. The labor was approved today at \$195 per light for an approximate cost of \$3100. Additional handicapped parking spots will be installed by the end of the summer.

Patron Services/Technology: Mr. Donohue stated that they discussed the Library concepts proposal which includes tables.

X. Library Directors Report – Catherine LaBelle - see attached written report.

XI. Resolutions/Motions

A. Resolution to approve the checks numbered 16853 and 16956 dated January 1 to January 31, 2024 in the amount of \$91,801.43.

Motion made by Ms. Peskin and seconded by Mr. Tubbs

Mayor Kayne yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Motion Carried.

- B. Resolution to accept staff salaries for the month of January 2024 in the amount of \$96,355.79

Motion made by Ms. Peskin and seconded by Mr. Tubbs

Mayor Kayne yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Motion Carried

- C. Resolution to approve the Board Committees for 2024:

Finance – Linda Peskin, Chairperson, Robert Donohue and Dianna Paradise

Buildings & Grounds – Deb Nielson, Chairperson, Dianna Paradise and Charlie Grau

Personnel – Charlie Grau, Chairperson, Deb Nielson and Linda Peskin

Patron Services/Technology – Robert Donohue, Chairperson, Dr. Sunil Shah and David Tubbs

Motion made by Mr. Tubbs and seconded by Mr. Donohue

Mayor Kayne yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Motion Carried

- D. Resolution to approve Creative Library Concepts Proposals (#101847, #101851, #101856) for renovation and upgrades to the Children’s Department for \$46,959.44 and to transfer \$46,949.44 from the capital reserve to the operating account.

Motion made by Mr. Donohue and seconded by Ms. Paradise

Mayor Kayne yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Motion Carried

- E. Resolution to approve the Cash Management Plan for 2024.

Motion made by Ms. Peskin and seconded by Ms. Paradise

Mayor Kayne yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Mr. Tubbs yes; Dr. Shah yes; Motion Carried

XII. Public Comments

None

XIII. Old Business

None

XIV. New Business

Mr. Grau welcomed Dr. Shah to the Board.

XV. Executive Session

None

XVI. Open Session

None

XVII. Adjournment

Motion to adjourn was made by Mr. Tubbs seconded by Ms. Paradise; meeting was adjourned at 7:16pm.