

Montville Township Public Library
Board of Trustees Meeting
April 11, 2022
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

<i>MEMBERS PRESENT</i>
Mayor Frank Cooney
Ms. Dianna Paradise
Mr. Robert Donohue
Mr. David Tubbs
Ms. Deb Nielson
Ms. Linda Peskin
Ms. Debbie Kozell
Mr. Larry Hines
Mr. Charlie Grau

Catherine LaBelle, Library Director – Present
Molly Hone, Assistant Library Director – Present
Liz Johansen – Board Recording Secretary – Absent Excused
Jeanne Ivy, Substitute Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Hines, at 7:00 p.m.

II. Open Public Meetings Act Statement

Mr. Hines 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.

III. Pledge of Allegiance

IV. Adoption of Minutes

A. *Mr. Hines made a motion to approve the March 14, 2022, regular session minutes, seconded by Mr. Tubbs.*

Mr. Tubbs, yes; Mr. Grau, abstain; Ms. Paradise, yes; Ms. Nielson, yes; Ms. Kozell, yes; Ms. Peskin, yes; Mr. Donohue, yes; Mayor Cooney, yes; Mr. Hines, abstain;
Motion Carried

V. Public Comments

None

VI. Reports of Officers

Mr. Larry Hines – President

Mr. Hines had no report.

Mr. Charlie Grau – Vice-President

Mr. Grau had no report.

Ms. Dianna Paradise – Secretary

Ms. Paradise had no report.

Ms. Linda Peskin – Treasurer

Ms. Peskin stated the committee met this evening. There is a \$37.44 discrepancy between the expenditures on the Balance Sheet and the Expenditure and Revenue Report. The accountant is aware of this and will reconcile it.

Mr. Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VII. Reports of Liaisons

Mayor Cooney

The Township Committee is meeting on April 12 to review the 2022 municipal budget. With careful planning they have managed to keep the budget increase at 1.5%.

Superintendent's Liaison

Mr. Tubbs stated that the Board of Education has appointed a new superintendent, Dr. Thomas A. Gorman. He will start on July 1, 2022.

On March 8, the High School had their 40th annual Volleyball Marathon Fundraiser. The Winter Pep Rally was rescheduled and held on April 1. June 3 is Underclassman Awards.

VIII. Reports of Committees

Finance

Ms. Peskin stated the large check to the Township was for the annual pension expense. We received a letter from JCP&L stating that during the pandemic they were estimating electricity usage and were not sure if they were over or underestimating. They expect to send out invoices soon and will work with customers to create manageable payment arrangements. Ms. Peskin advises that if we receive a large bill we should request spreading it out as long as possible. Mr. Hines said we should negotiate a reduction as mentioned in the letter.

Ms. Peskin said the Finance Committee recommends letting the 9-month \$100,000 Lakeland CD, which matures on April 14, 2022, roll over. The interest rate is 0.10%. Ms. Peskin will present a resolution to engage the services of Wielkotz & Company for our 2021 audit.

Personnel

Mr. Grau said that the committee will meet in closed session to discuss personnel matters.

Buildings & Grounds

Ms. Nielson – no report

Patron Services/ Technology

Mr. Donohue – no report

IX. Library Director – Catherine LaBelle – see attached written report.

Mr. Hines thanked Ms. LaBelle for an excellent report.

Last week was National Library Week and the staff were treated to a bagel brunch for Library Worker's Day. Ms. LaBelle said the staff are a fabulous group of people and she is grateful to work with them.

The two outdoor tables arrived. Library Interiors is delivering the lounge chairs and tables this week.

X. Resolutions/Motions

- A. Resolution to approve the resignation of Brandy Neary, full time Teen Librarian/Librarian 1, effective March 25, 2022.

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

Mr. Tubbs, yes; Mr. Grau, yes; Ms. Paradise, yes; Ms. Nielson, yes; Ms. Kozell, yes; Ms. Peskin, yes; Mr. Donohue, yes; Mayor Cooney, yes; Mr. Hines, yes;
Motion Carried

- B. Resolution to approve the checks numbered 15503 through 15566 dated March 1 to March 31, 2022 in the amount of \$157,846.80.

Motion made by Mayor Cooney and seconded by Ms. Nielson.

Mr. Tubbs, yes; Mr. Grau, yes; Ms. Paradise, yes; Ms. Nielson, yes; Ms. Kozell, yes; Ms. Peskin, yes; Mr. Donohue, yes; Mayor Cooney, yes; Mr. Hines, yes;
Motion Carried

- C. Resolution to accept staff salaries for the month of March 2022 in the amount of \$90,992.38

Motion made by Mayor Cooney and seconded by Mr. Tubbs

Mr. Tubbs, yes; Mr. Grau, yes; Ms. Paradise, yes; Ms. Nielson, yes; Ms. Kozell, yes; Ms. Peskin, yes; Mr. Donohue, yes; Mayor Cooney, yes; Mr. Hines, yes;
Motion Carried

- D. Resolution to hire Eileen Carey as part time Library Assistant at the rate of \$15.44 an hour effective April 12, 2022.

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

Mr. Tubbs, yes; Mr. Grau, yes; Ms. Paradise, yes; Ms. Nielson, yes; Ms. Kozell, yes; Ms. Peskin, yes; Mr. Donohue, yes; Mayor Cooney, yes; Mr. Hines, yes;
Motion Carried

- E. Resolution to engage the services of Wielkottz and Company for 2021 auditing services for \$5,000.

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

Mr. Tubbs, yes; Mr. Grau, yes; Ms. Paradise, yes; Ms. Nielson, yes; Ms. Kozell, yes; Ms. Peskin, yes; Mr. Donohue, yes; Mayor Cooney, yes; Mr. Hines, yes;
Motion Carried

XI. Old Business

XII. New Business

Mr. Hines and Mr. Grau asked if the corrections to the February minutes were made. Ms. LaBelle said they have been corrected.

Mr. Grau asked if a draft of the board meeting minutes could be sent to the Board within two weeks of the meeting for review.

XIII. Executive Session

WHEREAS, the Open Public Meeting Act 1975, Chapter 231 permits the exclusion of the public for a meeting in certain circumstances; and

WHEREAS, the Board of Trustees is of the opinion that such circumstances presently exist; and

WHEREAS, the Board of Trustees wishes to discuss issues dealing with Personnel and Salaries

WHEREAS, once the matter involving confidentiality of the above no longer require confidentiality, the minutes shall be made public.

NOW THEREFORE, be it resolved by the Board of Trustees of the Montville Township Public Library that the public be excluded from this meeting.

At 7:15 p.m. Mr. Grau made a motion seconded by Ms. Paradise that the Library Board adjourn to Executive Session. All in favor.

XIV. Open Session

Open Session reconvened at 7:28 p.m.

XV. Adjournment

Motion to adjourn was made by Mr. Tubbs seconded by Mr. Grau. The meeting was adjourned at 7:28 p.m.