

Montville Township Public Library
Board of Trustees Meeting
Minutes of October 16, 2023
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

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

Catherine LaBelle, Library Director – Present

Mary Grace Zaccaria, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Hines, at 7:02p.m.

II. 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.

III. Adoption of Minutes

A. *Ms. Nielson made a motion to approve the September 11, 2023, Regular Session minutes, seconded by Mr. Grau*

Mr. Hines yes; Ms. Peskin yes; Ms. Nielson yes; Mayor Kayne yes; Mr. Grau yes;
Mr. Tubbs abstained; Motion Carried

IV Public Comments –

None

V Reports of Officers –

Larry Hines – President

Mr. Hines had no report.

Charlie Grau – Vice-President

Mr. Grau had no report.

Dianna Paradise – Secretary

Mrs. Paradise absent, no report.

Linda Peskin – Treasurer

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

Robert Donohue – Assistant Treasurer

Mr. Donohue absent, no report.

VI Report of Liaisons

Mayor – Mayor Kayne stated that Montville Day was successful. October 21 is Fall Clean up and paper shredding at Town Hall from 9-12pm.

Superintendent Liaison of Schools – Mr. Tubbs stated that PSAT's will be on Wednesday for 10th and 11th graders. October 23 will be the College Fair. Information sessions for the Referendum are on-going. There will be a virtual meeting on November 29th. The vote for the referendum will be on December 12.

VII. Committee Reports

Finance: Ms. Peskin stated that the Statement of Revenue and Expenses is at about 75%. The CD is due on November 14. She will have rates for a 9 and 12 month CD at the next meeting. November 30th at 7pm will be the special session budget meeting

Personnel – Mr. Grau stated that the committee is not meeting next week.

Buildings & Grounds: Ms. Nielson stated that the roof replacement cost will be discussed with the Township Engineer. Sketches for the pending lot should be received by the end of October.

Patron Services/Technology: Mr. Tubbs stated that they discussed Voice Over IP from EOS and recommend it.

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

Director LaBelle stated that the kids’ section may be remodeled.

IX. Resolutions/Motions

A. Resolution to approve the checks numbered 16580 and 16650 dated September 1 to September 30, 2023 in the amount of \$72,285.06.

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

Mr. Hines yes; Ms. Peskin yes; Ms. Nielson yes; Mayor Kayne yes; Mr. Grau yes; Mr. Tubbs yes; Motion Carried.

B. Resolution to accept staff salaries for the month of September 2023 in the amount of \$63,716.74

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

Mr. Hines yes; Ms. Peskin yes; Ms. Nielson yes; Mayor Kayne yes; Mr. Grau yes; Mr. Tubbs yes; Motion Carried.

C. Resolution to accept the proposal from Electronic Office Systems for a 60-month lease for VoIP at \$445 a month.

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

Mr. Hines yes; Ms. Peskin yes; Ms. Nielson yes; Mayor Kayne yes; Mr. Grau yes; Mr. Tubbs yes; Motion Carried

X. Public Comments

None

XI. Old Business

None

XI. New Business

Union negotiation's committee will meet after tonight's meeting.

XII. Executive Session

None

XIII. Open Session

None

XIV. Adjournment

Motion to adjourn was made by Mr. Grau seconded by Mr. Tubbs; meeting was adjourned at 7:20pm.