

Montville Township Public Library
Board of Trustees Meeting
Minutes of January 8, 2024
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

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

Catherine LaBelle, Library Director – Absent

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 7:00p.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. *Mr. Grau made a motion to approve the December 11, 2023, Regular Session minutes, seconded by Mr. Donohue*

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

IV Public Comments –

None

V Reports of Officers –

Larry Hines – President

Mr. Hines had no report. He welcomed Dr. Shah to the Board.

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. Some of the CD's were changed to include Mr. Donohue's signature.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VI Report of Liaisons

Mayor – Mayor Kayne absent, no report.

Superintendent Liaison of Schools – Mr. Tubbs stated that 8th Grade orientation at the High School will take place on February 7th with a snow date of February 8th. There will be testing at the High School from January 24th to the 29th.

VII. Committee Reports

Finance: Ms. Peskin stated that that Director LaBelle has a procurement card with a \$1000 balance. The balance will be increased to \$2,500.

Personnel – Mr. Grau had no report.

Buildings & Grounds: Ms. Nielson had no report.

Patron Services/Technology: Mr. Donohue stated that they discussed Library concepts. The Children's section will be remodeled. They discussed books and the future for the Children's section also. They are receiving great feedback on the Memory Lab.

VIII. Library Director – Catherine LaBelle – see attached written report.
Director LaBelle absent, no additional report.

Mr. Hines stated that visits have increased by 18%. There has been an increase in patrons from 10,000 to 14,000.

IX. Resolutions/Motions

A. Resolution to approve the checks numbered 16815 and 16851 dated December 1 to December 31, 2024 in the amount of \$40,051.70.

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

Mr. Hines 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 December 2023 in the amount of \$62,509.86

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

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

X. Public Comments

None

XI. Old Business

None

XI. New Business

None

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 7:18pm.