

Montville Township Public Library  
Board of Trustees Special Meeting  
March 16, 2020  
195 Changebridge Road  
Montville, New Jersey 07045

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**OPEN SESSION**

**Via “GoToMeeting” Video/Phone Conference**

<b>MEMBERS PRESENT</b>
Ms. Linda Peskin
Mr. David Tubbs
Mr. Robert Donohue
Mr. Charles Grau
Ms. Jane Hines
Ms. Dianna Paradise
Mr. Carmen Allora
Mr. Thomas Mazzaccaro
<b>MEMBERS ABSENT</b>
Mayor Cooney - Excused

Allan M. Kleiman, Library Director – Present  
Catherine LaBelle, Assistant Library Director - Present  
Jeanne Ivy, Substitute Board Recording Secretary – Present

**I. Call to Order**

The meeting was called to order by Mr. Mazzaccaro at 5:40 p.m.

**II. Open Public Meetings Act Statement**

Mr. Mazzaccaro stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Minutes will be available to the public on the Library’s website and at the Library’s Information Desk once they have been officially approved.

**III. Pledge of Allegiance and Moment of Silence**

There was no Pledge of Allegiance since this was a video/teleconference meeting. There was a moment of silence.

**IV. Public Comments**

None

**V. Report of Committee**

None

**Old Business**

None

**VI. New Business**

A. COVID -19 Health Crisis

Mr. Kleiman opened discussion stating that he originally expected to close the building to the public and have the staff report to work if they choose to work. Those who do not choose to work would not be paid. However, it was recently reported that the Township Offices are closed except for essential personnel to keep the Township running. He has been in regular communication with the Township Administrator as well as local and county health officials. In the interest of health and safety, he now recommends that the Library be closed to staff and patrons for the next two weeks. The four staff management employees, Allan, Catherine, Walter and Jeanne will stagger their workdays as needed to get all the essential tasks completed.

**Resolutions and Motions**

Mr. Mazzaccaro made a motion, seconded by Mr. Grau to close the Library for two weeks from March 17 through March 29, 2020, and to have management personnel in the building as required to handle essential matters.

Ms. Paradise yes; Ms. Peskin yes; Mr. Grau yes; Mr. Mazzaccaro yes; Ms. Hines yes; Mr. Allora yes; Mr. Tubbs: yes; Mr. Donohue yes: Motion Carried.

Mr. Kleiman suggested that the board close the Library tonight at 7:00 pm He has been in contact with the MAIN Executive Officer and Board and there will be no late fines on any material while the Library is closed.

Mr. Kleiman brought up the issue of paying the staff during the closure. Full time staff will be paid and he said that part time staff are permitted to use their vacation and floating hours to be paid if they choose. Mr. Grau said that the issue of pay was not part

of the reason this meeting was called. The issue at hand for the special meeting is deciding whether or not to close the building. The issue of paying part time staff can be dealt with at a later date.

Mr. Allora made a motion, seconded by Ms. Peskin to close the Library tonight, March 16, 2020, at 7:00 pm

Ms. Paradise yes; Ms. Peskin yes; Mr. Grau yes; Mr. Mazzaccaro yes; Ms. Hines yes; Mr. Allora yes; Mr. Tubbs: yes; Mr. Donohue yes: Motion Carried.

### **VIII. Adjournment**

Motion to adjourn was made by Mr. Tubbs, seconded by Ms. Hines

Ms. Paradise yes; Ms. Peskin yes; Mr. Grau yes; Mr. Mazzaccaro yes; Ms. Hines yes; Mr. Allora yes; Mr. Tubbs: yes; Mr. Donohue yes: Motion Carried.

The meeting was adjourned at 6:05 p.m.