

Montville Township Public Library
Board of Trustees Meeting
September 12, 2022
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

MEMBERS PRESENT
Ms. Deborah Kozell
Mrs. Dianna Paradise
Mr. Larry Hines
Mr. David Tubbs (7:11pm)
Ms. Linda Peskin
Mayor Frank Cooney
Mr. Charlie Grau
Mr. Robert Donohue
MEMBERS ABSENT
Ms. Deborah Nielson

Catherine LaBelle, 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

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. Adoption of Minutes

Mr. Grau made a motion to approve the August 8, 2022, Regular session minutes, seconded by Ms. Paradise

Ms. Peskin yes; Ms. Paradise yes; Mayor Cooney yes; Mr. Donohue abstained; Ms. Kozell yes; Mr. Hines yes; Mr. Grau yes; 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 had no report.

Linda Peskin – Treasurer

Ms. Peskin stated they met this evening and all is in order with the financials. The 990 is on the agenda for approval.

Robert Donohue – Assistant Treasurer

Mr. Donohue absent, no report.

VI Report of Liaisons

Mayor – Mayor Cooney stated that Montville Day is scheduled for October 9 from 1pm-6pm.

Superintendent Liaison of Schools – Mr. Tubbs stated that Back to School Night is scheduled for K-5 on September 20, High School on September 21 and Lazar on September 22. State testing is taking place this week and next week.

Committee Reports

Finance: Ms. Peskin stated that the utilities are a little higher than budgeted. Professional services is at 80%. The CD is coming due and will be rolled over into a new CD at .20%. Door and ventilation projects were passed with a resolution and the payments are on the check register for approval.

Personnel: Mr. Grau stated that there was one resignation effective August 29th. The next meeting is October 25th but Mr. Grau would like to change it.

Buildings & Grounds: Ms. Nielson absent, no report.

Patron Services/Technology: Mr. Donohue stated that they discussed the Memory Lab and they are working with the Historical Society to locate and scan and save old photos

and information about the town. They are in the process of collecting old slides, pictures, VHS tapes and 8mm film and converting to files.

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

Director LaBelle stated they will be a table at Montville Day.

VIII. Resolutions/Motions

- A. Resolution to approve the checks numbered 15788 through 15864 dated August 1 to August 31, 2022 in the amount of \$115,372.32.
- B. Resolution to accept staff salaries for the month of August 2022 in the amount of \$90,535.82.
- C. Resolution to transfer \$1,001.90 from the capital reserve account to the operating account for computer equipment for the Memory Lab.
- D. Resolution to approve IRS Form 990 for 2021.

Motion made by Mayor Cooney and seconded by Mr. Grau

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

- E. Resolution to approve the resignation of Kai Chan, part time Library Assistant, effective August 19, 2022.

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

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

IX. Public Comments

None

X. Old Business

None

XI. New Business

None

XII. Executive Session

None

XIII. Executive Session Minutes

Mr. Grau made a motion to approve the amended August 8, 2022, Executive session minutes, seconded by Ms. Paradise

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

XIV. Open Session

None

XV. Adjournment

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