

**Montville Township Public Library
Board of Trustees Meeting
September 16, 2013
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

MEMBERS PRESENT
Mr. David Dalia
Mr. Peter J. King, Sr.
Mr. Thomas E. Mazzaccaro
Ms. Lisa LoBiondo
Dr. Casey Shorter
Mr. Howard Chesler
MEMBERS ABSENT
Mr. Robert Lefkowitz
Mayor Tim Braden
Mr. Robert J. Donohue

Allan M. Kleiman, Library Director - Excused
Ann F. Grossi, Board Attorney - Present
Jeanne Ivy, Substitute Board Recording Secretary- Present

I. Call to Order

The meeting was called to order by Howard Chesler, Board President at 7:30 p.m.

II. Open Public Meetings Act Statement

Howard stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meetings will be tape-recorded. Minutes will be available to the public on the Library's website once they have been officially approved.

III. Pledge of Allegiance and Moment of Silence

IV. Adoption of Minutes

A. Peter King made a motion to approve the August 12, 2013 Regular Session Minutes, and Tom Mazzaccaro seconded – motion carried: Ayes: Mr. Dalia, Mr. King, Mr. Mazzaccaro Ms. LoBiondo, Dr. Shorter and Mr. Howard Chesler

V. Public Comments

Howard opened this portion of the meeting to the public for comment. Having no one come forward, he closed this portion of the meeting.

VI. Reports of Officers

A. President – Howard Chesler

1. Ann Grossi will no longer be able to be the Board Attorney upon her election to County Clerk. Howard requested an RFP by the next meeting and having an attorney hired by the December 2013 meeting.
2. Larry Casha sent a letter of apology because the officers at the San Gennaro Festival did not tell people they should not use the library parking lot to attend the festival. Mr. Casha said that next year, he will have instructions printed out to assure this will not happen again.
3. The Board Secretary resigned and an RFP will be issued to fill the position.
4. Howard asked that a smoking policy recommendation be presented at the next meeting.
5. There are still safety issues in the parking lot. At high school dismissal time, there are lines of cars which block parked cars from leaving their spots after our programs end.

VII. Report of Board Attorney - Ann F. Grossi, Esq.

Ann Grossi said the first contract negotiation meeting is scheduled for September 26, 2013 at 7:30 in the Library.

VIII. Committee Reports

Finance: Tom Mazzaccaro met with Frances Vanderhoof, the newly hired QPA, and there will be an update on the purchasing manual at the next meeting. The auditors sent a draft of the audit and aside from some misspellings and incorrect Board titles, the report is completed.

Buildings & Grounds: Peter King expects the exterior painting to be completed soon. The parking lot repaving is on hold until the solar program is completed. Peter reported the Mayor said the program will be completed but we do not have a specific time frame. Peter suggested that the next budget should include the \$65,000 for repaving.

Phase I of the RFID project is progressing on schedule. Peter will talk with Allan about the HVAC controls and have information at the next meeting.

Personnel: David Dalia said the Personnel Committee will be reviewing and evaluating the Director's contract.

Patron Services: No report

Technology: No report

IX. Library Director: No Report

X. Resolutions/Motions

A. Resolution to accept the check register dated August 1-31, 2013 in the amount of \$152,288.61 – Tom made a motion to amend the resolution contingent upon the Library Director’s approving and signing all the purchase orders. Seconded by Dr. Shorter. Motion carried upon the following roll call vote: Ayes: Mr. Dalia, Mr. King, Ms. LoBiondo, Mr. Mazzaccaro, Dr. Shorter and Mr. Chesler.

XI: Old Business - None

XII. New Business – Smoking on library property was discussed and it was agreed that this will be discussed at the next meeting.

XIII. Public Comments - Howard opened this portion of the meeting to the public for comment. Having no one come forward, he closed this portion of the meeting.

XIV. Executive Session There was no executive session as there were no issues that needed to be discussed.

XV. Adoption of Executive Session Minutes

A. Peter King made a motion, seconded by Tom Mazzaccaro to adopt the August 12, 2013 Executive Session Minutes.

Vote: All in favor

XVI. Adjournment

The meeting was adjourned at 7:55 p.m.