

**Montville Township Public Library
Board of Trustees Meeting
December 10, 2012
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

TITLE	NAME	AYE	NAY	ABSENT	ABSTAIN
Mayor	Mr. Braden	X			
Board Member	Mr. Dalia			X	
Board Member	Mr. King	X			
Board Member	Mr. Kostka	X			
Board Member	Mr. Lefkowitz	X			
Board Member	Ms. LoBiondo	X			
Board Member	Mr. Mazzaccaro	X			
Board Member	Mr. Chesler	X			
Superintendent	Dr. Shorter			X	

Allan M. Kleiman - Library Director
Ann F. Grossi - Board Attorney
Cynthia Oravits, Board Recording Secretary

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 Chesler 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. Adoption of November 19, 2012 Open Session Minutes

Howard Chesler asked for a motion to accept the Minutes. Peter King made the motion, - Don Kostka seconded

Vote: All in favor

V. Public Comments

Mr. Chesler 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

Howard Chesler advised that the Nominating Committee will be the same - that will include Peter King, Dave Dalia and Don Kostka.

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

Ms. Grossi said she was asked, as Board Attorney, to look into the solar panel issue at CCM. They had two incidents - during the storm, one panel became loose and because of the snow, a grid became loose. She also said a contract negotiations need to be scheduled.

VIII. Committee Reports

- A. Finance – Tom Mazzaccaro said the Budget Committee met and they reviewed the draft budget for 2013. The director continues to move money as it's needed for the patrons' interests. He also mentioned since Allan has been the director, the salaries have gone down, however, the library is being covered more efficiently, showing the services being offered continue to increase. Don Kostka reminded the Board that the budget needs to be approved by February prior to sending it to the State.
- B. Buildings and Grounds – Lisa LoBiondo said the committee met and discussed the space planner. Also, proposals were received for the front building painting project for work to be done in the spring. References from the proposals still need to be reviewed. Lisa said this project does not tie in with the parking lot or solar panel project. Discussion continued regarding the expenditure of money from this year to next year. It was determined that these expenses are for repairs rather than capital improvement.

Lisa referred to Allen regarding the RFID project. Upon receipt of proposals, he said they came up with two other top companies (3M and EnvisionWare) and feels 3M would be a better choice because another library in NJ uses their product and he can get help more easily from them, if needed, and the 3M representative is fifteen minutes away. 3M and Polaris are also partners, and 3M is also a new eBook dealer. Allen said both companies are about the same, but he feels more comfortable with the 3M product. Howard Chesler recommended discussion continue within the committee. Also said there are three phases to the RFID project, however, the third phase may not be needed since it includes material handling, which is used in much larger libraries and there is no need here.

Regarding the solar panel, documentation has been received from the Township attorney, however, no further information has been received yet.

- C. Personnel – None
- D. Patron Services – None
- E. Technology – Robert Lefkowitz indicated that RFP's are in the Board's packets for IT Support Consultants. He said we did get approved by Google to proceed and recommended looking locally for a consultant.

IX. Library Director's Report – Allen said he and Joe Gasparro met with two potential candidates for creating a website. A new site will be created and Allan anticipates several months before it's ready. He also said one more person is needed as a librarian. Howard Chesler asked why there was a meeting between Allan and the Township Administrator, and Howard replied that the meeting lasted approximately 5 minutes; nothing formal. He said they just wanted to keep the lines of communication open. There were various questions regarding the new website and Allen recommends that it would be helpful to have these questions submitted prior to a Technology meeting.

X. New Business

Discussion regarding moving forward with an IT Consultant, and expanding weekend hours.

XI. Resolutions/Motions

- A. Resolution to accept the check register dated November 1-30, 2012 in the amount of \$44,636.98. The resolution was approved upon the following roll call vote: Ayes; Mayor Braden, Mr. King, Mr. Kostka, Mr. Lefkowitz, Ms. LoBiondo, Mr. Mazzacarro and Mr. Chesler.
- B. Resolution to expand Library Hours. The resolution was approved upon the following roll call vote: Ayes; Mayor Braden, Mr. King, Mr. Kostka, Mr. Lefkowitz, Ms. LoBiondo, Mr. Mazzacarro and Mr. Chesler.
- C. Resolution entitled Resolution of Montville Township Public Library in Connection with the Morris County Improvement Authority's County of Morris Guaranteed Renewable Energy Program Lease Revenue Bonds Series 2011 (Federally Taxable) in an Aggregate Principal Amount not to Exceed \$50,000,000 and the Participant Project Financed Thereby. Lisa LoBiondo made a motion, seconded by Mayor Braden. The resolution was approved upon the following roll call vote: Ayes; Mayor Braden, Mr. King, Mr. Kostka, Mr. Lefkowitz and Mr. Chesler. No: Mr. Mazzacarro, Abstain, Ms. LoBiondo
- D. Resolution of the Montville Township Public Library Authorizing the Execution or Acknowledgment and Delivery of Certain Agreements and Certain Other Actions to be Taken all in Connection with the Morris County Improvement Authority's County of Morris Guaranteed Renewable Energy Program lease Revenue Bonds, Series 2011 (Federally Taxable) The resolution was approved upon the following roll call vote: Ayes; Mayor Braden, Mr. King, Mr. Kostka, Mr. Lefkowitz and Mr. Chesler. No: Mr. Mazzacarro, Abstain, Ms. LoBiondo
- E. Resolution to Approve an IT Consultant: The resolution was approved upon the following roll call vote: Ayes; Mayor Braden, Mr. King, Mr. Kostka, Mr. Lefkowitz, Ms. LoBiondo, Mr. Mazzacarro and Mr. Chesler.

XI: Old Business

None

XII. Public Comments

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

XIII. Presentation

Jeff Schlecht, RSC Architects made a presentation before the board with ideas for making the library more functional and creating more space. The goals and objectives include repurposing outdated technical support areas to provide a visible connection to the adjacent meeting hall and to increase study areas.

XIV. Executive Session

WHEREAS, the Open Public Meetings Act 1975, Chapter 231 permits the exclusion of the public for a meeting in certain circumstances; and

WHEREAS, the Board of Trustees is of the opinion that such circumstances presently exist; and

WHEREAS, the Board of Trustees wishes to discuss issues dealing with Executive Session Minutes of November 19, 2012; and

WHEREAS, once the matter involving confidentiality of the above no longer require confidentiality, the minutes shall be made public.

NOW THEREFORE, be it resolved by the Board of Trustees of the Montville Township Public Library that the public be excluded from this meeting.

Howard Chesler made a motion, seconded by Donald Kostka that the Library Board go into Executive Session at 7:53 p.m.

Vote: All in favor. Open Session reconvened

XV. Adoption of Executive Session Minutes

A. Robert Lefkowitz made a motion, seconded by Tom Mazzacarro to adopt the November 19, 2012 Executive Session Minutes.

Vote: – All in favor

XVI. Adjournment

Peter King made a motion, seconded by Tom Mazzacarro to adjourn.

Vote: All in favor – Meeting adjourned at 8:55 PM.