

**Montville Township Public Library
Board of Trustees Meeting
May 13, 2013
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

MEMBERS PRESENT
Mr. Dalia
Mr. Donohue
Mr. King
Ms. LoBiondo
Mr. Mazzaccaro
Dr. Shorter
Mr. Braden
Mr. Chesler <i>arrived 7:35 pm</i>
MEMBERS ABSENT
Mr Lefkowitz

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 Peter King, Board Vice-President at 7:30 p.m. Board President Howard Chesler arrived at 7:35pm and presided.

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 April 8, 2013 Open Session Minutes

Peter King entertained a motion to accept the Minutes. Tom Mazzaccaro made a motion to approve – motion carried.

V. Public Comments

Howard Chesler opened this portion of the meeting to the public for comment.

Dan Kleinman – Safe Libraries – Spoke about the issue of pornographic materials shown on Library computers, citing various legal cases regarding this issue. The Board indicated they are in agreement that the issue will be addressed.

VI. Reports of Officers

President: Howard Chesler stated that he received confirmation from UNICO that they will run the San Gennaro day the same as last year.

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

None

VIII. Committee Reports

A. Finance: Tom introduced a Cash Management Plan for the library. The committee plans to offer a resolution to accept this plan at the next meeting. Also, the audit is expected to begin after May 15.

B. Buildings and Grounds: Peter King stated that the Solar Project was previously scheduled to be completed in July but he has been informed that it may not start until July. This project is expected to last approximately 4-6 weeks. The parking lot paving now depends on the solar panel project. The RFID is now underway. The front entrance sidewalk has been completed and painting will begin after they finish the reconstruction of the front entrance.

It's been recommended that some computers be moved away from children. A wall could be removed in order to move the computers to a place where children can't see them.

C. Technology: Although Robert Lefkowitz was absent; he previously provided a written report. Emails: The library has successfully migrated from the state library system to Google's free solution. He recommended that personal email addressed for the trustee business should be discontinued. Website: Allan recommends that RFP's be requested for obtain a new designer to create a new site. Unauthorized Content: The Technology group met to discuss this concern of unauthorized content and indicates that it must be decided if the library wants to restrict content and what steps library personnel should take in response to discovering it. Tom said one of the reasons a person can get around the filtering system is because anybody who sits at the computer has "administrative permission" Howard recommended that Allan look into this.

IX. Library Director's Report –

Allan would like to close the library at 5:00 p.m. on June 20 because of the high school graduation, and will address this at the next meeting. They will not, however, need to close early for the 4th of July event because the only festivities will be fireworks in the evening.

There is an issue regarding parking every day in the afternoons by high school parents picking up their children which interferes with library programs being conducted during that time. Library patrons' cars are blocked in until the parents and students leave and upon Howard's recommendation, Allan notified the police. An officer was sent last Thursday to review the situation and Allan is awaiting more information. Mayor Braden said there is an ordinance that requires parking within designated areas and Howard recommended that Dr. Shorter handle this; perhaps sending a notice to the parents.

X. Resolutions/Motions

A. Resolution to accept the check register dated April 1-30, 2013 in the amount of 156,226.64. Howard made a motion to approve and Peter King seconded. Motion carried upon the following roll call vote: Aye: Mayor Braden, Mr. Dalia, Mr. Donohue, Mr. King, Ms. LoBiondo, Mr. Mazzaccaro, Dr. Shorter and Mr. Chesler

XI. Old Business

None

XII. New Business

Cash Management Plan: Discussion continued regarding the proposed plan and after several questions, the Board determined that it will be addressed at the next meeting.

XIII. Public Comments

Howard opened this portion of the meeting to the public.

Dan Kleinman – Safe Libraries – Came before the Board again to further discuss the computer issues. The board assured him of their concern.

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 and Union Contract; 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. Peter King made a motion, seconded by Tom Mazzaccaro to adopt the April 8, 2013 Executive Session Minutes.

Vote: – All in favor

XVII. Adjournment

Ms. LoBiondo made a motion, seconded by Mr. Mazzaccaro to adjourn.

Vote: All in favor

Open Session adjourned at 8:37 p.m.