

**Montville Township Public Library
Board of Trustees Meeting
March 12, 2012
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

Board Member	Present	Absent
Mr. Howard Chesler	X	
Mr. David Dalia	X	
Mr. Peter King, Sr.		X
Mr. Donald Kostka	X	
Mr. Robert Lefkowitz	X	
Ms. Lisa LoBiondo		X

Board Member	Present	Absent
Mr. Thomas Mazzaccaro	X	
Dr. Paul R. Fried, School Superintendent		X
Dr. Beth Godett, Superintendent's Alternate	X	
Mr. Timothy Braden, Mayor	X	
Mr. James Sandham, Mayor's Alternate		X

Allan M. Kleiman - Library Director
Ann F. Grossi – Board Attorney
Jeanne Ivy – Temporary Board Recording Secretary

I. Call to Order

The meeting was called to order by Howard Chesler, Board President, at 7:33 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 February 13, 2012 Open Session Minutes

Howard Chesler asked for a motion to accept the February 13, 2012 minutes. David Dalia made the motion.

Vote: All in favor

V. Public Comments

No Public Comments

VI. Reports of Officers

A. President – Howard Chesler

Howard Chesler said there has been a lot of positive feedback on the new electronic sign. It is very good for publicity and there have been no complaints. Howard said that the library would offer the high school use of the sign to publicize special events.

B. Treasurer – Thomas Mazzaccaro

No report.

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

Ann Grossi looked through the April 2010 through December 2010 executive session minutes and noted that with the exception of October 2010, they all deal with personnel issues. Therefore, the only executive session minutes that could be released without redaction would be October 2010.

Robert Lefkowitz commented that the May 2010 executive session minutes he received were very brief and he said that in the following month, June 2010, there were replacement minutes with more data. Howard Chesler said that he would ask Allan Kleiman to get copies of the revised May 2010 executive session minutes for Robert and Ann. Robert asked about the July 2010 executive session minutes, Howard said that Allan would get a copy of those for Robert.

Ann said she will present an update on the contract negotiations in the executive session.

VIII. Committee Reports

A. Finance – Thomas Mazzaccaro

The finance committee met last week and looked at the budget that Allan Kleiman presented.

A discrepancy was noted between the budget that was handed out at this meeting and the one that the finance committee received the previous week. Allan said that he would go over the spreadsheet and correct any errors. The finance committee will look it over.

Howard Chesler requested that the form to remit funds to the state be completed and presented to the board for their review and approval at the next meeting.

B. Buildings and Grounds

Mayor Braden said that the Board would have to decide about an elevated solar field over the parking lot before the parking lot is repaved because the lot would have to be dug up for installation of a solar field. He suggested enlisting the help of the Long Term Financial Planning Committee to look at the paybacks and to determine the feasibility of the project. He also noted that the value of SRECS (Solar Renewable Energy Credits) has plummeted. Ann Grossi said that the County installed solar over the parking lot at the Mennen Arena and she will get some information about this.

Mayor Braden made a motion to ask the Long Term Financial Planning Committee to determine whether a solar field over the library parking lot would be cost effective. Robert Lefkowitz asked for a friendly amendment to request we receive an answer by June 2012.

Vote

Yes: Tim Braden, Beth Godett, Donald Kostka, Robert Lefkowitz, Thomas Mazzaccaro, Howard Chesler

Abstain: David Dalia

C. Personnel

Donald Kostka said that the personnel committee interviewed candidates for the position of Board Recording Secretary and he will discuss this in executive session.

D. Patron Services - No report.

E. Technology

Robert Lefkowitz said that the committee met last month and discussed VoIP systems. Allan Kleiman will speak with Cablevision to see if this is a viable alternative. The committee is leaning towards recommending the library use OLIS (Office of Library Information Services) for technology needs and use Spartech or our current vendor when necessary. It remains to be seen whether OLIS will accept such an arrangement. OLIS might have specific hardware requirements that the library would have to purchase. Robert will present some information about recording equipment for board meetings at the next meeting.

IX. Library Director's Report – Allan Kleiman

Allan Kleiman asked that the Trustees review the 2012 Board Roster and let him know if there is anything additional that needs to be added.

Northeast Security Systems will provide a proposal for installing additional cameras to the current video surveillance system.

X. Resolutions

- A. Resolution to approve the check register dated February 1, 2012 to February 29, 2012 in the amount of \$64,457.70.

Thomas Mazzaccaro made the motion, seconded by Mayor Tim Braden.

Vote: All in favor.

XI. New Business

New Business was the next topic discussed in order to allow Larry Casha to make his presentation to the Board about the UNICO sponsored San Gennaro Festival scheduled for September 11 – 15, 2012. The festival will use the same vendor as the West Orange UNICO sponsored San Gennaro Festival. Larry assured the Board that this vendor is very reputable. Certificates of insurance liability have already been

secured. This issue concerning the Library Board is that the library parking lot will provide access to parking for the event.

The Montville Police Department along with the Police Explorers will be in charge of parking. Visitors to the event will be discouraged from using the high school parking lot since school will be in session during the festival. The police will deter visitors from parking in the library lot. The library parking lot will be for library patrons only. There will be rides, food and information booths for community groups. Admission to the event is free although there will be a charge for parking.

Thomas Mazzaccaro made a motion, seconded by David Dalia, to allow the UNICO sponsored San Gannero Festival to use the library driveway and parking lot to access the festival parking on September 11 through September 15, 2012.

Howard Chesler asked for a friendly amendment to include “according to the terms presented in the memo, which include the Montville Police and the Explorers.”

Vote: All in favor.

XII. Old Business

Robert Lefkowitz brought up the decision not to release the February 2010 executive session minutes that was discussed at last month’s meeting. He does not believe that anticipation of possible litigation is sufficient reason for not making these minutes public. Howard Chesler said that since we already voted on this issue we could not bring it up again. Ann Grossi said that she could not comment on the February 2010 executive session minutes because she did not have them in front of her at this time.

Robert made a motion to release the April 2010 executive session minutes. Ann Grossi said that those minutes were not suitable for release because they deal with personnel matters. Mayor Braden suggested this discussion take place in closed session because of the possibility of an inadvertent release of information.

David Dalia called the question. Robert repeated that he made a motion to release the April 2010 executive session minutes. Thomas Mazzaccaro seconded.

Howard Chesler asked that all those in favor of voting on the question say “aye.”

Vote: All in favor.

Ann Grossi said that when discussing personnel issues it is best to err on the side of caution. She said that if there is an OPRA request then any material unsuitable for release can be redacted.

There was a motion to table Robert’s motion to the executive session.

Vote on the motion to table to executive session:

Yes: Robert Lefkowitz, Thomas Mazzaccaro, Howard Chesler

No: Tim Braden, David Dalia, Donald Kostka

Abstain: Beth Godett

Motion fails.

Robert made a motion to release those sections of the April 2010 executive session minutes that do not deal with personnel issues.

Ann Grossi made a point of clarification. She said there are people named in the April 2010 minutes that are currently working at the library.

Vote

Yes: Robert Lefkowitz

No: Tim Braden, David Dalia, Beth Godett, Donald Kostka, Thomas Mazzaccaro, Howard Chesler

Motion fails.

Robert Lefkowitz made a motion to release the June 2010 executive session minutes.

This motion was not seconded and therefore not voted upon.

Robert Lefkowitz made a motion to release the August 2010 executive session minutes.

This motion was not seconded and therefore was not voted upon.

David Dalia made a motion not to release any executive session meeting minutes until we hear in writing from the Board Attorney that it is suitable to do so.

Vote

Yes: Tim Braden, David Dalia, Beth Godett, Donald Kostka, Thomas Mazzaccaro, Howard Chesler

No: Robert Lefkowitz

Robert Lefkowitz said he thinks that we are in violation of OPRA.

XIII. New Business

Howard Chesler made a motion seconded by David Dalia to accept the retirement of Hyun-shin Choi, part-time Senior Librarian effective March 1, 2012 and to accept the retirement of Elaine Reise, full-time Senior Librarian effective April 1, 2012.

Vote: All in favor.

XIV. Public Comments

Ronald Kaplan from Pine Brook addressed the Board about some personnel issues regarding his wife, a library employee. Howard Chesler and Ann Grossi explained that these matters could not be discussed in open session since it is illegal in the State of New Jersey to discuss personnel issues at open session meetings. If the Board wanted to discuss any personnel issues the employee would need a Rice letter and then the employee would have the option of requesting the discussion be held in open session. Ann Grossi said that the union is his wife's representation and there are legal processes that must be followed.

XV. 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 personnel issues, negotiations, and Executive Session minutes, and

WHEREAS, the minutes be kept once the matter involving confidentiality of the above no longer requires confidentiality the minutes to be made public.

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

Howard Chesler made a motion that the Library Board go into Executive Session at 9:00 p.m.

Vote: All in favor.

9:40 p.m. Open Session reconvened.

XVI. Adoption of Minutes

A. Adoption of the March 12, 2012 Executive Session Minutes

Robert Lefkowitz made a correction to the February 13, 2012 Executive Session Minutes. He asked that they be changed from:

"...the February 2010 and March 2010 Executive Session Minutes were on the website" to

"...the February 2010 Executive Session Minutes were on the website."

Robert Lefkowitz made a motion, seconded by David Dalia, to adopt the Executive Session Minutes as amended.

Vote: All in favor.

Donald Kostka made a motion to offer employment as Board Recording Secretary to Cynthia A. Oravits.

David Dalia offered a friendly amendment to change the word employment to contract.

Donald Kostka made a motion to offer a contract as Board Recording Secretary to Cynthia A. Oravits.

Vote: All in favor.

XVII. Adjournment

Howard Chesler made a motion to adjourn.

Vote: All in favor.

Open Session adjourned at 9:48 p.m.