

**Montville Township Public Library
Board of Trustees Meeting
October 15, 2012
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

| TITLE | NAME | AYE | NAY | ABSENT | ABSTAIN |
|---------------------|----------------|-----|-----|--------|---------|
| Mayor | Mr. Braden | X | | | |
| Mayor's Alt. | Mr. Sandham | | | 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. Fried | | | X | |
| Superintendent Alt. | Dr. Shorter | X | | | |

Allan M. Kleiman - Library Director
Ann F. Grossi - Board Attorney
Jeanne Ivy - Substitute 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 September 10, 2012 Regular Session Minutes

Robert Lefkowitz asked that the following be included in Committee Reports, under VIII E Technology: The Board directed the Library Director to contact OLIS and Lenny (Hi Tech Computer Services) and give them deadlines to get back to him so that the technology committee can discuss the email.

Howard Chesler asked for a motion to accept the Minutes. Peter King made the motion. Lisa LoBiondo seconded.

Vote: All in favor

V. Public Comments

Howard 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 read a letter from UNICO thanking the library for their help and cooperation with the San Gannero Festival.

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

Ann said she will discuss her report in closed session because it involves personnel issues.

VIII. Committee Reports

- A. Finance: No report.
- B. Buildings & Grounds: Lisa LoBiondo said the committee met with the space planner and she presented the initial findings. She spoke about the reconfiguration and proposed changes. Dave Dalia asked for a comparison between the current layout with the proposed layout. Robert Lefkowitz asked about the rationale for the proposed changes and the anticipated benefits. The space planner will be invited to the next meeting to answer these and other questions.

Lisa said that the wind screen needs to be painted or removed.

Allan Kleiman discussed RFID and said he will talk to the Township's Purchasing Agent and find out if the library must do a RFQ.

Lisa described the background of the solar project and explained that it is a county program and will cost the Library nothing but that a decision must be made relatively soon.

- C. Personnel: Don Kostka said that the Personnel Committee will meet and report back to the Board on the Director's Goals.
- D. Patron Services: Peter King said that the Tween/Teen Advisory Committee will be started up again and that Joe Gasparro and Risa Skerker will be working on this.
- E. Robert Lefkowitz discussed the library's email server set up and asked about archival content storage. He said he asked about this on numerous occasions but has not received a reply. Howard Chesler asked Robert and Allan Kleiman to meet to discuss this.

IX. Library Director's Report

Allan said that he has two candidates with web site experience and that he will have more information about this at the next meeting. Howard suggested Allan and Casey talk about this since there might be people with web skills at the high school who could help.

The discussion went back to the solar issue because Joseph Santaiti from Gabel Associate's and Peter Dubro from SunLight General Capital arrived. They discussed the proposed solar project and answered questions about the construction process.

X. Resolutions/Motions

- A. Resolution to accept the check register dated September 30, 2012 in the amount of \$43,982.49. Howard Chesler said that Tom Mazzaccaro reviewed the invoices before the meeting and that everything is in order. This resolution was approved upon the following roll call vote: Yes: Braden, Dalia, King, Kostka, Lefkowitz, LoBiondo, Shorter and Chesler.
- B. Resolution to approve the purchase of a Canon IRC Advance Imagine Runner 2030 Copier for a price not to exceed \$6,100.00 and a corresponding maintenance contract not to exceed \$2,620 annually. This resolution was approved upon the following roll call vote: Yes: Braden, Dalia, King, Kostka, Lefkowitz and Shorter. Abstain: LoBiondo and Chesler.
- C. Resolution to accept the retirement of Lorraine Brnic, part time Principal Library Assistant, effective October 1, 2012. This resolution was approved upon the following roll call vote: Yes: Braden, Dalia, King, Kostka, Lefkowitz, LoBiondo, Shorter, Chesler.
- D. Resolution to accept the resignation of Joan Meeh, part time Senior Library Assistant, effective October 1, 2012. This resolution was approved upon the following roll call vote: Yes: Braden, Dalia, King, Kostka, Lefkowitz, LoBiondo, Shorter, Chesler.
- E. Motion to endorse the concept of the solar panels and have the Township move forward to pass a resolution. Lisa LoBiondo moved and Peter King seconded. This resolution was approved upon the following roll call vote: Yes: Braden, King, Kostka, Lefkowitz, LoBiondo, Shorter and Chesler. Abstain: Dalia
- F. Motion to endorse pursuing bids for a contract to remove the wind screen. Lisa LoBiondo moved and Robert Lefkowitz seconded. This motion was approved upon the following roll call vote: Yes: Braden, Dalia, King, Kostka, Lefkowitz, LoBiondo, Shorter and Chesler.

XI. Old Business

None

XII. New Business

None

XIII. Public Comments

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

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 Closed Session Minutes; 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 Peter King that the Library Board go into Executive Session at 9:04 pm.

Vote: All in favor.

9:20 p.m. Open Session reconvened

XV. Adoption of Executive Session Minutes

A. Peter King made a motion, seconded by Robert Lefkowitz to adopt the September 10, 2012 Executive Session Minutes.

Vote: Yes: Braden, Dalia, King, Lefkowitz, LoBiondo, Shorter, Chesler
Abstain: Kostka

XVI. Adjournment

Peter King made a motion, seconded by David Dalia to adjourn.

Vote: All in favor

The meeting adjourned at 9:25 p.m.