

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF THE OLD BRIDGE PUBLIC LIBRARY
APRIL 5, 2006
OLD BRIDGE, NEW JERSEY**

Present:

Joseph Nuzzo, President
Kathryn Arabia, Vice President
Steven Goldman, Treasurer
Tara Flynn-Rozanski, Secretary
Mary Chamberlain, Trustee
Dr. Joan George, Trustee
Mary Ann Clementi-Jones, Superintendent's Alternate
Margery Cyr, Director
Allan Kleiman, Assistant Director
Maria Nowak, Executive Assistant

Absent:

Bina Desai Trustee
Barbara Cannon Mayor's Alternate

Guests:

Librarian: Jennifer Sherman

The President called the meeting to order at 7:35 p.m. at the Laurence Harbor Branch and announced the meeting had been advertised and would be conducted in accordance with the Sunshine Law. The Secretary called the roll.

Minutes

Motion: made by Steven Goldman, seconded by Mary Chamberlain, to approve the minutes from the March 8, 2006 Board meeting as presented. Vote: Yes: Joseph Nuzzo, Kathryn Arabia, Steven Goldman, Tara Flynn-Rozanski, Mary Chamberlain and Mary Ann Clementi-Jones. Dr. Joan George abstained.

Finance

Payment of Bills

Motion: made by Steven Goldman, seconded by Kathryn Arabia, to approve the bill listing in the amount of \$127,675.91.

Dr. George questioned several bills and requested that bills paid to individuals contain a note in the memo column as to what the bill payment is for.

Vote: All in favor

Personnel

Mr. Nuzzo welcomed new Assistant Director, Allan Kleiman, to the Library and thanked him for attending the Board meeting. Mr. Kleiman said it has been a wonderful three days, especially on Tuesday, April 4 with the Drop Everything and Read program; it was just a great way to start at the Library and he looks forward to working with the Library Board.

Director's Report

The Board reviewed and accepted the Director's Report.

Old Business

Library Board Team Building and Planning Workshop

Mrs. Arabia reported to the Board that the consultants she, Mr. Nuzzo and Mrs. Cyr spoke with unfortunately were unable to help with the project.

Mrs. Arabia said the workshop will be facilitated by her, Mr. Nuzzo and Mrs. Cyr. A draft agenda that reflects the Board's interests at this point in time has been created and will be followed on that day.

Mrs. Arabia suggested holding the workshop on Sunday, April 23 for several hours, either in the morning or afternoon.

The Board agreed to have the workshop on Sunday, April 23 between 12 – 4 p.m. Mrs. Clementi-Jones will not be able to attend.

Library Roof Repair Project/Volunteer

Mr. Goldman asked if Mrs. Cyr was able to get in touch with Mr. Henry who has assisted voluntarily with the roof repair.

Mrs. Cyr said that Mr. Henry was unable to attend the Board meeting as he had another meeting. But he will be at the May 10 Board meeting and is very pleased the Board wants to recognize him for his service.

Mrs. Cyr informed the Board Mr. Henry is working with Cardinal Roofing to get a schedule for the re-repair of the roof; but no date has been set as yet.

Annual Report

Mrs. Cyr presented Dr. George with a copy of the draft annual report the Library is working on. The Library reached out to the school district about printing it, but the schools no longer do their own printing.

Mrs. Cyr reported the Library has an estimate for \$1,475.00 from The Print Shoppe, who does the Library's printing work now.

Dr. George suggested checking with Discount Printing Outlet in Sayreville to see what they would charge for 10,000 copies.

Dr. George asked who would get a copy of this Annual Report.

Mrs. Cyr said it was decided at the last meeting to put them out within the Library, send out to the members of the Friends, used within the community when visits are made outside the Library by both the staff and the Board.

Dr. George suggested getting in touch with the new superintendent, Dr. Simon Bosco, to see if it could be included with the Curriculum News Line the school puts out. If that would be possible, approximately 16,000 copies would be needed for this purpose.

Mr. Nuzzo suggested placing it on the Township's website. It will be placed in the Library's website which has a link to the Township's website.

Mr. Nuzzo told Mrs. Cyr he will get his letter to her for the Annual Report by Friday, April 7.

Outside Building Issues

The Board discussed several outside building issues. These issues pertain to maintenance of the sidewalks, grassy areas and trees. Mrs. Cyr has been working with various Township departments to get these areas corrected. Maintenance of these areas is the responsibility of the Township.

New Business

Trustee Program – “Trends in Public Libraries”

Mrs. Cyr asked if any of the Board members were interested in attending the May 18, 2006 program being held at the Kenilworth Inn. Tara Flynn-Rozanski said she would attend the program. Mr. Nuzzo will let Mrs. Cyr know if he will attend.

Kiwanis Club Donation

Mr. Goldman informed the Board the Kiwanis Club made a \$500 donation for the Library's collection, and asked Mrs. Cyr to advise Kiwanis of the names of the books ordered with this donation so they can keep a record. This will be done.

Mural Artist/Elizabeth Case

Mrs. Cyr will write a letter on behalf of the Library Board to Elizabeth Case's family expressing their sympathy on her passing.

Statistics

There was a discussion about the attendance statistics. Although there seems to be a slight slowdown in attendance, the staff has not observed this. The Library is seeing a difference on how people are using the Library. The trend seems to reflect use of the Library for enrichment and enjoyment rather than serious reference assistance. The staff is discussing this trend and incorporating changes in service priorities to accommodate this.

Garden Club

Mrs. Cyr reported the Garden Club will start working on the landscaping here at the Central Building and at the Laurence Harbor Branch with monies leftover from last year's plant sale and the money they make on the plant sale this year.

Cleaning of the Outside of the Central Building

Mrs. Cyr reported that Custodian, Tiberu Fekete, and a community service worker, will start working on this project once the weather gets nice.

Fabric Library Chairs

Mr. Goldman asked Mrs. Cyr to look into the cost of reupholstering some of the large fabric library chairs; Mr. Goldman will get Mrs. Cyr the name of a reupholster.

Public Comments

Jennifer Sherman thanked the Board for having their meeting at the branch and invited the Board to come and visit when the Library is open.

Adjournment

Motion: made by Steven Goldman, seconded by Kathryn Arabia, to adjourn the meeting at 8:30 p.m. All in favor

Respectfully submitted:

Tara Flynn-Rozanski, Secretary
Library Board of Trustees
Date Approved: May 10, 2006