

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF THE OLD BRIDGE PUBLIC LIBRARY
MAY 10, 2006
OLD BRIDGE, NEW JERSEY**

Present:

Joseph Nuzzo, President
Kathryn Arabia, Vice President
Steven Goldman, Treasurer
Tara Flynn-Rozanski, Secretary
Mary Chamberlain, Trustee
Bina Desai, Trustee
Barbara Cannon, Mayor's Alternate
Mary Ann Clementi-Jones, Superintendent's Alternate
Margery Cyr, Director
Allan Kleiman, Assistant Director
Maria Nowak, Executive Assistant

Absent: Dr. Joan George Trustee

Guest: Owen Henry

The President called the meeting to order at 7:30 p.m. and announced the meeting had been advertised and would be conducted in accordance with the Sunshine Law. Steven Goldman called the roll for the Secretary who arrived late.

The members of the Board thanked Owen Henry for his assistance and work with the Library's roof repair project. Mr. Henry performed this work as a volunteer from the community. Mr. Nuzzo presented Mr. Henry with a Certificate of Appreciation for his expertise and help with the roof repair project.

Mrs. Cyr informed Mr. Henry the Library will purchase a book in his honor to be placed in the Library's collection.

Minutes

Motion: made by Mary Chamberlain, seconded by Steven Goldman, to approve the minutes from the April 5, 2006 Board meeting as presented. All in favor.

Finance

Payment of Bills

Motion: made by Steven Goldman, seconded by Kathryn Arabia, to approve the bill listing in the amount of \$121,172.78. Vote: Yes: Steven Goldman, Kathryn Arabia, Joseph Nuzzo, Mary Chamberlain, Mary Ann Clementi-Jones. Bina Desai abstained.

Mr. Goldman asked questions about several bills.

FY 2005/2006

Motion: made by Steven Goldman, seconded by Mary Ann Clementin-Jones, to approve the FY 2005/2006 budget in the amount of \$1,908,774.00. All in favor.

Budget Hearing

Mrs. Cyr reported that she and Mr. Goldman attended the Library's Budget Hearing on May 9 at the Township. In attendance were Michael Jacobs, Business Administrator; Scott Wolman and Maureen Laffey from the Finance Department.

The Library presented its proposed operating budget for 2006/2007 with the Municipal Allocation requested which is an approximate \$160,000 increase from the FY 2005/2006 budget. There were very few questions at the meeting as Mr. Shah had requested information several days before the meeting.

Michael Jacobs stated the Library's request was 10% and that the Township was trying to keep all the budgetary increases down to the rate of inflation. He could not see how the Township could approve a 10% increase for the Library.

Mrs. Cyr received a call from Michael Jacobs this morning and Mayor Phillips will approve a 5% increase for the Library. If we want anything higher than the 5%, the Library will have to take their request to the Township Council.

The Township is required by law to provide Library support at the rate of 1/3 of a mil. Until four years ago, the Library was receiving a higher amount of funding than the 1/3 mil. But as the assessment has increased the margin between the higher funding and mandated funding has decreased.

Mrs. Cyr said she will meet with Michael Jacobs and Himanshu Shah about the 1/3 mil issue and will have a report for the Board at the June meeting.

Committee Meetings

Personnel Committee

The Personnel Committee scheduled a meeting for Tuesday, May 23 at 7:00 p.m. to discuss a matter of personnel.

Finance Committee

The Finance Committee scheduled a meeting for Tuesday, May 23 at 7:30 p.m. to discuss the FY 2006/2007 budget and to make adjustments for the Mayor's 5% increase.

Personnel

New Appointment

Motion: made by Mary Chamberlain, seconded by Bina Desai, to approve the hiring of part-time Library Intern, Tamara Lee, effective May 11, 2006 at an hourly rate of \$12.85.

All in favor

Director's Report

The Director's report was reviewed and accepted.

Assistant Director's Report

Mr. Kleiman and Mrs. Cyr will attend the next meeting of the South Brunswick Public Library Foundation to get some answers to questions they have. He is looking at September to launch the Old Bridge Public Library Foundation. He hopes to have a foundation meeting in June. There are several community members interested in serving on the Foundation Board.

Mr. Kleiman reported that he will be working on some public relations pieces for book donations and other things. Many ideas are being looked at for future events.

Mr. Nuzzo asks Mr. Kleiman about the Laurence Harbor Branch. Mr. Kleiman said the branch needs a lot of support and this will be addressed in the fall after the Summer Reading Program.

Mr. Kleiman stated he wanted to thank both Mrs. Cyr and Maria Nowak for their mentoring.

Mrs. Cyr reported that Mr. Kleiman is moving his office to the front administrative area and new furniture is being purchased for the office.

Old Business

Library Board Team Building and Planning Workshop

The Board scheduled a Library Board Team Workshop for Wednesday, May 31 at 6:00 p.m. The purpose of this meeting will be team building exercises and strategic planning.

Annual Report

Mrs. Cyr reported to the Board the Library will use Discount Printing Outlet in Sayreville for the printing of the Annual Report at a cost of \$1,085.00. She is waiting for Mr. Nuzzo's letter for the report.

New Business

Laurence Harbor Branch Building

Mrs. Cyr reported to the Board the siding on the Laurence Harbor building needs to be replaced and presented two quotes from Champion Contracting. One proposal is for replacement T1-11 siding at a cost of \$14,490 and another for vinyl siding at a cost of \$9,770.

The Board felt this was not the Library's responsibility to pay for the replacement of siding on the branch building.

Mrs. Cannon suggested Mrs. Cyr check with Township about CBDG money. Mrs. Cyr said she would speak to Michael Jacobs and Joe Criscuolo about this.

Township Cable Channel

Mr. Kleiman will be working with Sharon Colucci from the Township Cable Channel on televising programming for the library.

Adjournment

Motion: made by Steven Goldman, seconded by Kathryn Arabia, to adjourn the meeting at 8:50 p.m. All in favor.

Respectfully submitted:

Tara Flynn-Rozanski, Secretary
Library Board of Trustees
Date Approved: June 14, 2006