

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

OLD BRIDGE PUBLIC LIBRARY

October 13, 2004

Present:

Steven Goldman, President
Joseph Nuzzo, Secretary
Linda Seiler, Trustee
Barbara Cannon, Mayor's Alternate
Dr. Patricia Johnson, Superintendent of School's Alternate
Margery Cyr, Director
Maria Nowak, Executive Assistant

Absent:

Mary Chamberlain, Vice President
Mary Gannon, Treasurer
Kathryn Arabia, Trustee

Guest:

Jennifer Sherman

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

Mr. Goldman introduced and welcomed new Board member, Dr. Patricia Johnson. The Board members introduced themselves and provided a brief background. Dr. Johnson provided the Board with a background about herself.

Minutes

Motion: made by Linda Seiler, seconded by Joseph Nuzzo, to approve the minutes of the September 8, 2004 Board meeting. Vote: Yes: Steven Goldman, Joseph Nuzzo and Linda Seiler. Barbara Cannon and Dr. Patricia Johnson abstained.

Finance

Motion: made by Joseph Nuzzo, seconded by Steven Goldman, to approve the payment of bills in the amount of \$143,002.33. Unanimously approved

PERSONNEL

New Appointment

Motion: made by Dr. Johnson, seconded by Barbara Cannon, to approve the appointment of part-time custodian, Tiberiu Fekete, effective September 21, 2004 at an hourly salary of \$13.78. Unanimously approved.

Resignation

Motion: made by Joseph Nuzzo, seconded by Linda Seiler, to accept the resignation of Kristina Guardino, Library Page, effective September 24, 2004. Unanimously approved.

Motion: made by Barbara Cannon, seconded by Joseph Nuzzo, to accept the resignation of Shivangi Derashri, LAll, effective October 1, 2004. Unanimously approved.

Motion: made by Linda Seiler, seconded by Joseph Nuzzo, to accept the resignation of Jenel Bramante, Library Page, effective

September 21, 2004. Unanimously approved.

Motion: made by Linda Seiler, seconded by Joseph Nuzzo, to accept the resignation of Dena Price, LAI, effective October 10, 2004. Unanimously approved.

Promotions

Motion: made by Linda Seiler, seconded by Joseph Nuzzo, to approve the promotion of Jenel Bramante to LAI, effective September 22, 2004 at an hourly salary of \$12.10. Unanimously approved.

Motion: made by Joseph Nuzzo, seconded by Dr. Johnson, to approve the promotion of Dena Price to full-time LAII, effective October 11, 2004 at an annual salary of \$26,154.18. Unanimously approved.

Laurence Harbor Branch

Mrs. Cyr complimented the Laurence Harbor staff on the excellent job they have done at the branch.

Dr. Johnson attended the Branch's Grand Re-Opening. She was impressed by the fact that during her visit, four teenagers were using the Library. She believes that it is very positive for a community when the teenagers in Town feel they have a place to go.

Mrs. Cyr reported she is working with the Township Business Administrator, Michael Jacobs, and Dominic Cicio to get the Harbor's sign moved so it is not blocked by the telephone pole, yield sign and other road signs.

Statistics

Statistics were placed on file.

Director's Report

The Board reviewed the Director's Report and discussed various aspects of it.

OLD BUSINESS

Lighting Project

Mr. Goldman reported the lighting project is moving along satisfactorily. The electrical contractors are doing a great job.

Mrs. Cyr reported the Library opened a few mornings late due to the odors from the lighting project. The project should be completed by the middle of November.

Mrs. Cyr informed the Board after the project has been completed, the Library will have the carpet cleaned. A contract is already in place.

Roof Project

Mrs. Cyr reported Township Finance Director, Himanshu Shah, informed her several weeks ago he was not planning on placing the Library roof on the 2005 Capital Budget; and he could not tell her when the money would be placed in the Capital Budget. The Library will have to submit a request and it will be considered with all other requests received by the Township.

Mrs. Cyr said due to the most recent rain storm, the Library has leaks all over the building; and in places that never leaked before. Several ceiling tiles have been lost from the water just sitting on them. A letter has been submitted to the Mayor in regard to the serious situation about replacing the Library's roof. Mrs. Cyr has not received a response as yet.

Mr. Goldman asked Mrs. Cyr to draft a letter to Mayor Phillips in regard to replacing the Library's roof with a copy to the Township Council.

Buildings and Grounds Committee Meeting

The Committee set up a meeting for Friday, October 29, 2004 at 1:00 p.m.

NEW BUSINESS

Trustee Training

Dr. Johnson reported the Trustee training was one of the best training she has attended.

Ms. Seiler attended a workshop for new trustees on "What you need to Know" and enjoyed the workshop. The workshop on "Making a Strategic Plan" was one of the best she attended; and the closing workshop, "Becoming an Everyday Leader" was excellent. It was about being an advocate for the Library, foundations and the roll of foundations in a Library. Mrs. Seiler thinks the Library is right on track.

Mrs. Seiler attended an AARP meeting and promoted the main Library and the Laurence Harbor Branch. Mrs. Seiler reported she received nice compliments on Old Bridge Library. On October 23 she will be attending a New Jersey Library Association meeting on revising the New Jersey Library Trustee Manual.

Mrs. Cyr reported a state aid requirement now is continuing education of trustees on an annual basis.

South Old Bridge Branch

Mr. Goldman reported the Township has accepted a donation of fifteen acres of land for a future new school, community center and library branch.

Mrs. Cyr met with Mayor Phillips, Business Administrator Jacobs and Rocky Donatelli several weeks ago about a complex consisting of a new library branch. They discussed the idea of one building; but Mrs. Cyr expressed her concerns about security, different missions and styles of how a library works. Mr. Donatelli expressed his concerns also about security. During the course of the meeting Mayor Phillips' amended his idea of a single building to a concept of a complex with separate buildings joined by walkways and overpasses. Parking and grounds would be shared.

Mrs. Cyr feels it would workable concept.

Old Bridge Day

Mrs. Cyr reported the Library distributed approximately 1,500 bags with information about the Library on Old Bridge Day.

Laurence Harbor Branch

Jennifer Sherman thank the Board members who attended the Laurence Harbor Branch re-opening and extended an invitation to any Board member who has not seen the redecoration of the Branch.

Adjournment

Motion: made by Joseph Nuzzo, seconded by Dr. Johnson, to adjourn the meeting at 8:35 p.m. Unanimously approved

Respectfully submitted,

Joseph Nuzzo, Secretary

Library Board of Trustees

Date Approved: November 10, 2004