

Roseland Free Public Library
Board of Trustees Meeting
September 9, 2016

Call to Order: 7:22 pm

Attendance:

- Brian Donohue, Sharlene Vichness, Brian Flynn, Saumita Lepre, , Jean Perrotti, William Tedesco, Jack Vidovich Christopher Lee and Terry Gamba, and Deborah Sessa
- Jackie Oliveira arrived at 7:30

Approval of Minutes:

Approval of June Board Meeting minutes was tabled until next meeting due to error on part of Deborah Sessa. I apologize for any inconvenience.

Public Comment:

None to Report

Council Liaison's Report:

Mr. Smith was not present.

Correspondence:

None to report

Library Director Concerns:

- Christopher Lee was served with a RICE notice.
- Christopher chose to have the matter discussed in public session and to be present.
- The concerns centered around the systemic absenteeism of the Director of the Library resulting in the lack of visibility and leadership on his part. Many of these absences were without reason and/or not documented. In addition, lack of follow through with CWS recommendations was also cited as a concern.
- Brian Donohue noted that in all of Christopher's past evaluations, attendance was noted as being unacceptable.
- Christopher's absences put Terry Gamba and the rest of the staff in a difficult position.
- Members of the Board of Trustees expressed similar concerns especially since we are accountable to the residents of Roseland and visibility of the director is paramount.
- Christopher was commended for creating a 5 Star Library and for changing the library for the better. Bill Tedesco shared that he praised Chris at the July Council meeting.
- Christopher explained that health issues were the main reason for his absences.
- The members of the Board are aware and understanding of Christopher's health concerns but it is imperative that he accurately report absences and reasons for them.
- In an effort to accommodate Christopher and his health needs, it was proposed that optimal and flexible hours be established. Chris will provide optimal hours at October Board Meeting.
- Christopher will account for his time spent outside of the library, in the form of meetings, in his monthly Librarian's Report.

- It was determined that an Assistant Library Director Position is necessary to provide leadership in the event Chris is absent from the library for meetings or medical purposes.
- Brian Flynn made a motion to designate the position of Assistant Library Director, Jean Perrotti seconded the motion, and it passed unanimously.
- Brian Flynn will provide Chris with the job description of Assistant Library Director. Christopher will approach possible candidates and the Personnel Committee will be involved.

Committee Reports

Treasurer's Report:

- Brian Flynn presented the Bill Lists for June, July, and August. Brian made a motion to approve the bill list, Brian Donohue seconded the motion, and it was approved unanimously.
- Brian Flynn questioned the microfiche charge. Chris explained that is a result of a year's subscription for the Progress.
- Amazon charges were a result of Fandango gift card and Kindle purchased as prizes for the Summer Reading Program.
- Brian made a motion to approve the bill list, Bill Tedesco seconded the motion, and it was approved unanimously.

Librarian's Report:

- Chris presented IT Proposals: IT Radix and Zenith.
- Chris prefers IT Radix.
- It was recommended that in the future Chris provide the members of the Board with a preview of the proposals along with his recommendations prior to the monthly meeting.
- Chris will continue to seek out other quotes.
- The Summer Reading Program was successful.
- The Young Adult program has been successful.
- Jen and Lauren have been working on fundraising with the Friends of the Library.
- Fall programs are being planned.
- Karen Gost resigned.
- Several pages have gone to college. New pages have been hired.

Old Business:

None to Report

New Business:

- Sharlene Vichness recommended that program titles be more secular in nature.
- It was recommended that the insurance broker be contacted to determine the insurance schedule for next year and provide the staff with ample time for enrollment.
- Terry Gamba reported that there is an outstanding January insurance bill from the borough that is in question.
- Bill Tedesco will not be in attendance at the October 3 Board of Trustees Meeting due to a conflict.
- Brian reminded the members that Sharlene Vichness' position will be vacated at the end of the year. In addition, Brian will step down as President. Therefore, the positions of

President and Vice President will need to be filled for next year. A resident is interested in serving on the board. It was suggested that The Friends of the Library be consulted for suggestions.

Adjourned:

- Brian Donohue made a motion to adjourn the meeting at 8:52 pm, Jean Perrotti seconded the motion and it was unanimously approved.

Respectfully submitted,
Deborah Sessa