

Roseland Free Public Library
Board of Trustees Meeting
June 5, 2017

Call to Order: 7:18 pm

Attendance: Brian Flynn, Christopher Bardi, Saumita Lepre, Judy Nelson, Jeannie Perrotti, William Tedesco, Terry Gamba, Jen Overton, Deborah Sessa

Absent: Brian Donohue

8:14 PM Saumita Lepre leaves meeting.

Flag Salute

Approval of Minutes:

- William Tedesco made a motion to approve the April Board Meeting minutes, Saumita Lepre seconded the motion, and it was unanimously approved.

Public Comment:

- None

Council Liaison's Report:

- Mr. Smith was not present

Correspondence:

- None

Executive Session

- Brian Flynn made a motion to enter Executive Session, Jeannie Perrotti seconded the motion, and it was unanimously approved.
e Brian Flynn made a motion to exit Executive Session, William Tedesco seconded the motion, and it was unanimously approved.

Public Comment:

- None

Committee Reports:

Treasurer's Report:

- Brian Flynn presented the Bill List for June 2017. Brian Flynn made a motion to approve the Bill List for May, Christopher Bardi seconded the motion and it was unanimously approved.

e Brian Flynn presented the Surplus/Deficit Report.

- It is necessary to continue to develop a capital improvement plan in the fall. ● If excess funds exist the library is required to refund the money if a capital improvement plan is not in place. The state library association has to approve the give back.

Librarian's Report:

- Preparations for the Summer Reading Program continue.
- The library and Mike Collitti are working together to create a collaborative endeavor between the library and the borough.
- Computer tables have been installed in the children's section of the library.
- Discussion regarding continuing problems with the outer front door took place.

The door is not working correctly and patrons have been complaining. Jen Overton and Terry Gamba will attend the Borough Caucus meeting on June 6 and bring this up for discussion.

- In order to be compliant with the Spire Group recommendations, 2 signatures are required on checks after the Bill List is approved. William Tedesco made a motion to make changes to the bylaws which will reflect the required 2 signatures on checks, Brian Flynn seconded the motion, and it was unanimously approved.
- Terry Gamba will provide Brian Flynn with the Summer Bill List.
- Salary increases take place effective in June. The staff has expressed their appreciation for the increases.

Personnel:

- Resumes for the Director of the Library have been received and are being reviewed by the Personnel Committee

Old Business:

- It will be necessary to discuss a new appointee to the Library Board of Trustees at the September 2017 meeting

New Business:

- None

Brian Flynn made a motion to adjourn the meeting at 8:30 pm, Christopher Bardi seconded the motion, and it was unanimously approved.

Next meeting date: Thursday September 7, 2017 at 7:15 pm.

Respectfully submitted,
Deborah Sessa