

Roseland Free Public Library
Board of Trustees Meeting
March 6, 2017

Call to Order: 7:18 pm

Attendance:

- Christopher Bardi, Brian Donohue, Brian Flynn, Saumita Lepre, Judy Nelson, William Tedesco, Terry Gamba, Jennifer Overton, and Deborah Sessa
- Jean Perrotti, joined the meeting at 7:46pm.
- Absent: Jackie Oliveira

Flag Salute

Approval of Minutes:

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

Public Comment:

- None to report

Council Liaison's Report:

- Mr. Smith was not present

Correspondence:

- None to report

Committee Reports:

- Committees were formed as follows:
Finance: Brian Flynn, Christopher Bardi, and Judy Nelson
Personnel: Saumita Lepre and Jeannie Perrotti
Liaison to the Friends of the Library: Brian Donohue

Treasurer's Report:

- Brian Flynn presented the Bill list for March.
- Brian Flynn made a motion to accept the March Bill List, Brian Donohue seconded the motion, and it unanimously approved.
- The Surplus and Deficit Report reflected insurance increased by \$3000.
- Jen Overton prepared and presented a comprehensive IT plan. Brian Flynn made a motion to approve the IT Plan, it was seconded by Brian Donohue and the motion was unanimously approved.

Librarian's Report:

- Jennifer Overton presented the Librarian's Report
- Jen reported that the library is celebrating The Year of the Young Child with many activities planned

- The Roseland Public Library is sponsoring a BCCLS meeting on April 7, 2017
- It is required for trustees to complete a combined total of 7 hours of training every year in order to remain in good standing with BCCLS. Jen recommended that all trustees view the training webinar via the link which was provided.
- The new automatic door was approved by the borough and will be installed pending the signed resolution. The Roseland DPW will install the door. The Roseland Fire Department will be taking the old door for their use.
- It will be necessary to fill the head of circulation position. The position will be posted. It is proposed that the library offer benefits solely to the full-time staff member and not to family members.
- West Essex Senior Service students will be painting the computer room and back room.
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New Business:

- Terry Gamba reported that she had a conversation with a gentleman who was injured in June, 2016 during a show which was sponsored by the library. He was requesting a letter from the library regarding the incident. At the time of the incident, Terry called 911, the Roseland Police Department and Roseland Rescue Squad responded. Terry will advise the gentleman to contact the Roseland Police Department to obtain the police report which was filed at the time of the incident and injury.
- Saumita Lepre requested the use of the outdoor patio on June 12, 2017, for the purpose of The Municipal Youth Guidance awards ceremony. It was recommended that she submit a request use of the patio as soon as possible.

Adjourned:

- Brian Flynn made a motion to adjourn the meeting at 8:16 pm, Christopher Bardi seconded the motion, and it was unanimously approved.

The next meeting take place on Monday, April 3, at 7:15 pm.

Respectfully submitted,
Deborah Sessa