

## **Board of Trustees Meeting**

**December 5, 2022**

**Call to Order: 6:35 PM**

Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act in that the date and location were included in the annual meeting schedule, sent to official newspapers, and posted on the public bulletin board.

### **Attendance:**

- **Present:** Brian Donohue, Judy Nelson, Saumita Lepre, Allison Jablonski, Thomas Kaczynski, Christopher Bardi, William Tedesco, and Deborah Sessa
- **Not Present:** Aristotle Popolizio
- 8:03 PM Terry Gamba joins meeting
- 9:04 PM Terry Gamba exits meeting

### **Executive Session**

- Brian Donohue made a motion to enter into Executive Session at 6:35 PM, Thomas Kaczynski seconded the motion, and it unanimously approved.
- William Tedesco made a motion to exit Executive Session at 8:01 PM, Brian Donohue seconded the motion, and it was unanimously approved.

### **Enter Into Public Meeting:**

- Brian Donohue made a motion to begin the Public Meeting, Thomas Kaczynski seconded the motion, and it was unanimously approved.

### **Approval of Minutes:**

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

### **Public Comment:**

- None to report

### **Council Liaison's Report:**

- Christopher Bardi reported that the holiday celebration was a successful event.
- The Menorah Lighting will take place on Sunday, December 11, 2022.

**Correspondence:**

- Brian Donohue was in receipt of a message from the Caldwell Library.

**Committee Reports:**

- None to report

**Treasurer's Report:**

- Judy Nelson presented the Treasurer's Report.
- Judy Nelson made a motion to approve the December Bill List with \$21,862.28 from the Operating Account, \$1476.04 from the Payroll Account for a grand total of \$23,338.32. Brian Donohue seconded the motion, and the December Bill List was unanimously approved.

**Director's Report:**

- Terry Gamba presented the Director's Report.
- SibCiety is a support group for individuals with special needs siblings that will begin at the library and lead by library employee Vicky Ramden
- Jillian Pruden is planning on starting another book club.
- Discussion took place regarding the vendor fair. It was decided that discussions for next year's fair should begin in June 2023 in an effort to plan and restructure for improved revenue.

**Old Business:**

- Brian Donohue made a motion to ReBl again effective January 1, 2023. Judy Nelson seconded the motion and it was unanimously approved.
- Discussion took place regarding the Bureau Break as it could affect the health benefits for future full time employees.

**New Business:**

- **Resolution #2022-29-Approval to Buy Truck Cabinet for Kid's Area**--Judy Nelson made a motion to approve the purchase of a truck table in the amount of \$3,895.95 pending the determination of its value to the library, its dimensions, and confirmation that there is sufficient space for it. Allison Jablonski seconded the motion and it was unanimously approved.
- **Resolution #2022-30--Approval to Buy 5,000 Library Cards-\$1,350.00**--Allison Jablonski made a motion to approve the purchase of 5,000 library cards in the amount of \$1,350.00, Judy Nelson seconded the motion, and it was unanimously approved.
- **Resolution #2022-31-Approval to Buy 1 HP Laser Printer M283FDW-\$549.00 and Toner-\$118.63**--Saumita Lepre made a motion to approve the purchase of 1 HP Laser Printer M283FDW-\$549.00 and Toner-\$118.63, Allison Jablonski seconded the motion, and it was unanimously approved.

- **Resolution #2022-32-Approval to Bring Two Employees Up to the Minimum Wage of \$14.13 Per Hour Starting January 1, 2023**--Saumita Lepre made a motion to approve raising the salaries of 2 part time employees to \$14.13 per hour as per the state of NJ minimum wage guidelines. Allison Jablonski seconded the motion and it was unanimously approved.
- **Resolution #2022-33-Approval that Employees Cannot Bring Children to Work**--Saumita Lepre made a motion to approve that employees are not permitted to bring their children to work during library hours, for reasons of liability, effective January 1, 2023. Brian Donohue seconded the motion and it was unanimously approved.
- Discussion took place regarding 2023 officers' nominations and committees.

**Executive Session:**

- William Tedesco made a motion to enter into Executive Session at 9:05 PM, Saumita Lepre seconded the motion, and it was unanimously approved.
- Brian Donohue made a motion to exit Executive Session at 9:38 PM, William Tedesco seconded the motion, and it was unanimously approved.

William Tedesco made a motion to approve the hiring of a new director contingent upon the results of the background check and fingerprinting. Brian Donohue seconded the motion and it was unanimously approved.

**January Meeting Date Change:**

- Thomas Kaczynski made a motion to approve the change of the date of the January 2023 meeting to Tuesday, January 10, 2023. Judy Nelson seconded the motion and it was unanimously approved.

Brian Donohue made a motion to adjourn the meeting at 9:46 PM, Judy Nelson seconded the motion, and it was unanimously approved.

Next meeting date: Tuesday, January 10 at 7:15 PM

Respectfully submitted,

Deborah