

Roseland Free Public Library
Board of Trustees Meeting
March 5, 2018

Call to Order: 7:16 PM

Attendance: Jeannie Perrotti, Christopher Bardi, Nancy Kirby, Saumita Lepre, Judy Nelson, Jen Overton, Aristotle Poplizio, and Deborah Sessa
Brian Donohue arrived at 7:20 PM.
Absent: Brian Flynn

Approval of Minutes:

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

Public Comment:

- None

Correspondence:

- None

Treasurer's Report:

- Judy Nelson presented the March Bill List.
- It was recommended that a year-to-date rolling report for budget comparison be run.
- Brian Donohue made a motion to approve the February Bill List, Deborah Sessa seconded the motion, and it was unanimously approved.

Librarian's Report:

- Jen Overton reported that the library is preparing for the summer reading program.
- The current trend is for libraries to do away with library fines. As a result, Jen is proposing an amnesty day to “forgive” fines for late fees only, not lost books or tapes. Perhaps a day in April or September would be considered.
- Regarding the Leonard Fund: \$500.00 a year will be added each year to the account by a member of the Leonard Family. This amount may only be used for the purchase of children’s books. It will be necessary for Mr. Leonard to approve the expenditure.
- The 2018 Library Budget was presented. Judy Nelson made a motion to approve the 2018 Library Budget, Brian Donohue seconded the motion, and it was unanimously approved.
- The Roseland Library Employee Handbook was presented. Several changes were made including clarification of “flex time” and the responsibility of the library employees to read the Code of Conduct and “sign off” that they have read it. Approval of the handbook was tabled until the April Board of Trustees meeting allowing for a second reading.
- It was reported that an ominous and threatening Facebook post was made by a former employee. The Roseland Police Department was contacted, and a detective followed up with the former employee.
- Jen met with the company who will be designing the new front desk. Changes to the original plan were made. Once approved it will take approximately 12 weeks to build. It may be necessary to close the library for one day to complete the project.
- Cultural Diversity staff training will take place on April 14, from 9:00 AM-12:00 Noon, therefore it will be necessary for the library to open at noon on that day.
- The library is currently looking into disability plans to offer employees.

Council Liaison's Report:

- Christopher Bardi reported that a town wide newsletter will be created and asked Jen Overton to provide input to promote the library. This will be an opportunity to make the community aware to the overdue book fine amnesty day to take place in the future.
- Chris Bardi will let Maureen Chumacas know which meeting Jen Overton will be attending.

Committee Reports:

- None to report

Old Business:

- None to report

New Business:

- Amy Ludwig Vander Water will be making an author visit to Lester C. Noecker School in May.

Saumita Lepre made a motion to adjourn the meeting at 8:15 PM, Brian Donohue seconded the motion, and it was unanimously approved.

Next meeting date: Monday, April 2, at 7:15 pm.

Respectfully submitted,
Deborah Sessa