

Roseland Free Public Library
Board of Trustees Meeting
January 14, 2019

Call to Order: 7:21 PM

Attendance:

- Present: Brian Flynn, Areti Khitiri, Saumita Lepre, Judy Nelson, Jen Overton, Christopher Bardi, Jeannie Perrotti, Aristotle Popolizio, and Deborah Sessa
- Absent: Brian Donohue

Approval of Minutes:

- Brian Flynn made a motion to approve the December Board Meeting Minutes, Jeannie Perrotti seconded the motion, and they were unanimously approved.

Public Comment:

- Dawn Afanador joined the meeting at 7:50 PM.

Correspondence:

- None

Treasurer's Report:

- Judy Nelson presented the Treasurer's Report.
- Discussion took place regarding preparation of the 2018-2019 budget and having it ready by mid-February. The BCCLS fee is increased because of the shipping fees.
- Brian Flynn made a motion to approve the January Bill List, Deborah Sessa seconded the motion, and the January Bill List was unanimously approved.

Librarian's Report:

- Jen Overton presented the Librarian's Report.
- Coding classes have been successful.
- The most recent "Lock-In" was filled to capacity. Going forward this event will be open the Roseland residents only.
- Art classes will be added to events in the future.
- Jen Overton will attend a technology conference later on in the month.
- The Friend's Group has purchased a bottle filling station for the library. Installation of the station is forthcoming. It will be necessary to hire a plumber to install the station.

- Jen Overton made the members aware of her concerns regarding a patron. She is closely monitoring the situation, has taken steps to ensure the safety of other patrons and library employees, and has documented this information.
- The Employee Handbook has been updated to reflect the increases in time off and sick leave for part-time employees.
- A plan for the 2019 budget has been prepared and can be tweaked for increases or decreases, if necessary.
- Pavers at the entrance to the library are crumbling and becoming dangerous. Replacement is necessary. Christopher Bardi offered to bring this concern to the borough at the next Capital Budget Meeting, exploring the possibility of the DPW taking care of the replacement. Discussion took place regarding the possibility of the Friends of the Library sponsoring the replacement of the bricks via a fundraiser for memorialized bricks.
- Permits for the construction of the Quiet Room have been submitted to the borough for approval. Once approved, construction will begin.
- Jen Overton reviewed the Capital Plan which will include construction of the Quiet Room, carpet for the library, and tile for the indoor patio which will become a lounge center. The carpeting estimate will be more than originally expected after considering more durable carpeting.
- Jen Overton has suggested enclosing the outdoor patio. This may be partially funded via the Bond Act for the Library. Since this project will be an addition to improve the library building, the library will be eligible to utilize these funds.
- Jen Overton attended the Essex County Directors' meeting. She was seeking funding from the county for the library. It was suggested that a report be prepared reflecting who the library is serving, which programs the library has available, and the library's attendance as compared to other county entities such Turtle Back Zoo.

Council Liaison's Report:

- Christopher Bardi reported that Dawn Afanador will be appointed as a member of the Library Board of Trustees on January 15, 2019.
- Mayor Spango has re-appointed the following members:
 1. Jeannie Perrotti—3 years
 2. Aristotle Popolozia—1 year
 3. Deborah Sessa—3 years

Committee Reports:

- The Finance Committee for 2019 will be compromised of Brian Flynn, Judy Nelson, and Aristotle Popolozio
- The Personal Committee for 2019 will be compromised of Artie Khitiri,, Saumita Lepre, and Jeannie Perrotti

2019 Officers:

- **President: Brian Flynn**—Jeannie Perrotti made a motion to elect Brian Flynn as President of the Library Board of Trustees, Judy Nelson seconded the motion, and it was unanimously approved.
- **Vice President: Jeannie Perrotti**--Saumita Lepre made a motion to elect Jeannie Perrotti as Vice President of the Library Board of Trustees, Judy Nelson seconded the motion, and it was unanimously approved.
- **Treasurer—Judy Nelson**—Jeannie Perrotti made a motion to elect Judy Nelson as Treasurer of the Library Board of Trustees, Aristotle Popolozio seconded the motion, and it was unanimously approved.
- **Secretary—Deborah Sessa**—Judy Nelson made a motion to elect Deborah Sessa as the secretary of the Library Board of Trustees, Jeannie Perrotti seconded the motion, and it was unanimously approved.

Old Business:

- None to report

New Business:

- Deborah Sessa reported that the bookfair at Lester C. Noecker School will take place on February 28, 2019.
- News of the passing of Kathy Kaczynski, former beloved LCN teacher and wife of Tom Kaczynski, former Roseland Borough Administrator, was shared.

Brian Flynn made a motion to adjourn the meeting at 8:21 PM, Jeannie Perrotti seconded the motion, and it was unanimously approved.

Next meeting date: Monday, February 4, 2019 at 7:15 PM.

Respectfully submitted,
Deborah Sessa