

**New Providence Memorial Library
BOARD OF TRUSTEES MEETING**

March 19, 2019

Board of Trustees:	Mr. A. Au*	Mayor A. Morgan
Roll Call	Mr. J. Cronin*	Ms. A. Nagle*
	Ms. Lisa Florio*	Mr. I. Singer
	Ms. A. Karr*	Ms. K. Stieh*
	Mr. K. Lee*	Ms. P. Vinaixa*

(* indicates present)

A regular meeting of the Board of Trustees of the New Providence Memorial Library was held on March 19, 2019 in the Conti Family Community Room.

President John Cronin called the meeting to order at 7:30 pm, and stated that adequate notice had been given in compliance with the Open Public Meetings Act.

PUBLIC HEARING:

Ms. Beth Spiegel was in attendance representing the Friends.

FRIENDS REPORT:

Ms. Spiegel reported for the Friends. A concert was held last week and was well attended. On April 28th the Light Opera of New Jersey will perform. The newsletter will be out within the next week. The Friends have decided to sign up for Community Pass so donations can be made online. A new bulletin board has been ordered and the hope is to place it outside the Conti Family Community Room where it will be more visible. The plaque in memory of Mr. Opperthausen will be dedicated sometime in May.

APPROVAL OF MINUTES:

The minutes of the meeting held on February 19, 2019 were not approved. Mr. Cronin requested that the sentence in Old Business where Ms. Florio advised that she is having discussions with full time and some part time employees explain why these discussions are being held. The purpose is for performance reviews. The minutes will be amended.

COMMUNICATIONS:

Board Secretary – Patricia Vinaixa: Ms. Stieh gave her final report as Board Secretary. There have been several notes left in the box for messages for the Board concerning improvements being considered to the library. A patron did not want a glass wall put up between the adult section and the children's area as they felt the children's room should have privacy. Another suggested a coat rack be placed in the children's room. A resident of Lantern Hill requested the library's assistance in providing movies to their residents. The last comment suggested work tables should have built in outlets for charging.

Board of Education Liaison – Amy Nagle: Ms. Nagle reported the boy’s basketball team has won the Group I Sectional and State Championships. The play Chicago was great with many exceptional performances. The teachers and secretaries signed a three year contract and Allen W. Roberts is having a school science fair.

Mayor’s Report – Mayor Allen Morgan: No report available.

DIRECTOR’S REPORT: The Director’s report was reviewed, discussed and accepted as written.

Ms. Florio advised Maker’s Day is this weekend and there will be many activities taking place. This is the first time the New Providence Memorial Library is participating in this statewide event. All Board members are encouraged to come. Per Wendi Barry at the Borough, bidding has gone out for the installation of the new air conditioning/heating system. The anticipated date for installation will be in May. Jimmy Johnston’s last day is April 8th and Ralph Parlapiano will be taking over his duties. National Library Week will run from April 7th to the 14th. We will again be participating and having some giveaways.

Mr. Lee requested some information on Kanopy. Ms. Florio advised this is a streaming service offering documentaries, foreign films and small distribution company movies. There is no upfront cost, however the charge will be \$2.00 per stream. An annual budget may be set, and a low number has been set until we see how it goes. It includes public performance rights which will be great for us. The theme for the summer reading program this year is “A Universe of Stories”. The plan is to incorporate documentaries to address this theme, as well as to do programming to add to a quilting exhibition the Friends are working on. Kanopy will also enhance the availability of documentaries to assist the Sustainability Committee in getting their silver certification for the town.

Mr. Cronin reviewed some of the statistics from the State report. Ms. Florio will look into the calculations for the number of card holders shown on the report for clarification.

COMMITTEE REPORTS:

Personnel: No new developments.

Policy: No report available.

Sunshine: Mr. Lee advised no new developments. Ms. Florio advised Phyllis Conrad will be here 30 years in June. Perhaps a cake can be purchased in celebration.

Finance: Ms. Vinaxia reviewed the Budget Analysis Reports prepared for this meeting.

NJ Construction Bond Act: Mr. Au advised there have been no updates or movement on the Bond Act. Mr. Au, Mr. Cronin and Mr. Singer have met to discuss a phasing plan. A request was made to Mr. Iovino to determine the cost and time needed for each phase of the plan. Mr. Singer also contacted Mr. Andy Hollander to get an understanding on how the architects and contractors get their prices. A Steering Committee needs to be formed which will include members of the community who will report to Mr. Au, Mr. Singer and Mr. Cronin. We need to decide how many people should be on the committee and what the selection process should be and how it should be presented to the public. Mr. Cronin asked Ms. Vinaixa to look into what the reporting requirements and possible costs are that would be involved in establishing a foundation. The Board should have some knowledge about it so we do not dismiss this as an option and can make a valued judgement.

ACTION ON BILLS:

Motion to approve the March 2019 Bills Payable:
Seconded:

A. Karr
J. Cronin

Motion to pay the following March 2019 Bills Payable was unanimously approved:

Operating Account:	\$73,455.72
Special Gifts Account:	<u>882.77</u>
Total:	\$74,338.49

OLD BUSINESS:

Ms. Florio reported that we do not have a “Tutoring Policy”. We have implemented our “Quiet Area” and this has been working very well. Patrons are complying. Starting in May, the movies will be shown at 1 pm so the Conti Family Community Room will be available earlier in the afternoon. A suggestion was made to purchase more tables for the Conti Room. A Google document will be made and sent to all Board members for access to all policies. Tutoring issues will be revisited in three months to see the progress of the ‘Quiet Area’.

NEW BUSINESS:

RESOLUTION:

Resolution 2019-2 - LIBRARY CLOSING ON APRIL 3, 2019 FOR STAFF DEVELOPMENT

Resolution 2019-2 calling for the closing of the Library on April 3, 2019 for a Staff Development Day was approved as follows:

RECORD OF BOARD VOTE

	AYE	NAY	ABSENT	NOT VOTING
A. Au	x			
J. Cronin	x			
A. Karr	x			
K. Lee	x			
A. Morgan			x	
A. Nagle	x			
I. Singer			x	
K. Stieh	x			
P. Vinaixa	x			

No representation from the public was present to discuss internet/gaming use in the library. A patron has complained because her 14 year old son comes into the library and uses the computer to play video games. He very often gets a visitor’s pass to use the computer. Our policy states that computer use for children under 18 must be supervised by the parents. The patron is not happy that her son is playing violent games. She has taken his library card away. She would like him to be banned from the library, filter the computers and recognize her son and refuse him access. The Director has advised her these requests will not be honored. Ms. Florio followed up with the Principal at school and there are resources available for the child and the parents. Ms. Florio also followed up with the Chief of Police. The child is not breaking any laws so nothing can be done. Ms. Florio wanted to bring this matter to the attention of the Board. Ms. Nagle advised that if the library was receiving money from the Federal Government then some computers need filters. However, the library does not receive any Federal funds. The library policy currently states that identification needs to be shown to

get a guest pass for computer use. This policy will be changed to conform to what is being done. This matter will be discussed again in the future should the problem continue.

Internet/Wireless Policy has been postponed for a future meeting.

The Vacation/Paid Time Off Policy was discussed. Mr. Singer has recommended approval of this policy. Mr. Cronin motioned for approval of the rewritten policy. The Vacation/Paid Time Off Policy was unanimously accepted as written.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:55 pm.

Mary Keenan
Secretary to the Board

John Cronin
President