

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

February 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 February 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. Samantha Insetta, the Children’s Librarian, was in attendance.

FRIENDS REPORT:

Ms. Florio reported for the Friends. The plaque for Mr. Opperthausen has been received. The DPW has a rock, will glue the plaque and place it under the tree. The family has requested that the dedication ceremony be held sometime in May. Two successful concerts were held in January and February and were well attended. There will be a concert with Irish music in March. The annual Newsletter will be going out in late March. Marissa Klapwald will replace Jamie Peterson. The Friends will sign up to participate in Community Pass. This will allow online fundraising to be done for the library.

APPROVAL OF MINUTES:

The minutes of the meeting held on January 15, 2019 were unanimously approved.

Mr. Singer advised the Facilities Committee needs to have a meeting and a discussion with Anthony Iovino to get price quotes. Plans should be made to start fundraising for the renovations at the library. A plan should also be in place to approach Borough Council. A special meeting will be scheduled for the public to attend for us to present our strategy for library renovations and fundraising.

COMMUNICATIONS:

Board Secretary – Kelli Stieh: No new developments.

Board of Education Liaison – Amy Nagle: Ms. Nagle reported that midterm exams are finished. Personal iPads will be distributed to all middle school students. The middle school administrators are looking into changing the schedules for middle school students. The play “Chicago” will be presented in March at the high school.

Mayor’s Report – Mayor Allen Morgan: Mr. Morgan advised there is still no settlement on the Affordable Housing issue. Plans for Phase II in the downtown area are moving ahead. This will include paver bricks and

lampposts. Work will also be done at Harmony Park and a fountain will be added in front of the Veteran's Memorial. Harmony Park will be designed with special needs children in mind, but all will enjoy it. A landscape architect is working on the designs. The Borough is in good shape fiscally. Next year will be the 300th year anniversary of our town. Plans are underway for the celebration and hopefully the library will participate. Ms. Betty Metzger is chairing the event. Ms. Florio advised that she will contact Ms. Metzger.

Mr. Morgan invited Ms. Florio to join him in making a presentation to Lantern Hill to seek some funding for Borough and library events.

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

Ms. Florio advised the auditor is currently at the library. Mr. Cronin advised he would like the audit report by March 31st. Ms. Florio previewed some of the signs that will be placed in the new quiet area of the library. Ms. Florio advised she is working on the maintenance repair list. Hopefully this will be ready before summer. The State report is being done now, and employee reviews have been scheduled. The Part-Time Vacation Policy needs to be completed as well.

Ms. Insetta reported on updates and changes in the Children's Room.

COMMITTEE REPORTS:

Personnel: No new developments.

Policy: Mr. Singer asked if changes will be made to the Library Use Policy. Ms. Florio feels it should be modified after our pilot for the "quiet zone" area. Vacation for part-time employees needs to be changed as we now must offer sick time to all employees. Mr. Singer offered to assist Ms. Florio in the modification of this policy.

Sunshine: No new developments.

Finance: No report available.

Facilities: Mr. Cronin advised that Mr. Au had spoken to Anthony Iovino and there have been no updates on the Construction Bond Act.

ACTION ON BILLS:

<i>Motion to approve the February 2019 Bills Payable:</i>	A. Karr
<i>Seconded:</i>	K. Stieh

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

Operating Account:	\$73,921.75
Special Gifts Account:	<u>1,592.59</u>
Total:	\$75,514.34

Mr. Singer requested a list of the State provided resources. Ms. Florio advised she will provide one.

OLD BUSINESS:

Ms. Florio advised she has scheduled discussions with the full time employees and a few part time employees for next week for performance reviews. Personnel Policy issues will be addressed in the second quarter.

The Tutoring Policy is on hold for now. Testing will be done with the “quiet zone” arrangement. At some point this will be reviewed and incorporated into the Library Use Policy.

NEW BUSINESS:

Discussion took place to approve the closing of the library on April 3, 2019. A Resolution will be prepared for the March 19th Board meeting. The staff development day will include hopefully starting out with the yoga class that will be here at 9am. Deborah Blackwell is coming from Ocean County Library to discuss “assertive conflict resolution”. It may be possible to have someone from the Borough come to discuss blood borne pathogens. Mr. Morgan advised the Board of Health out of Westfield would do that. The afternoon will be for any projects that need to be addressed that are best taken care of when the library is closed.

ADJOURNMENT:

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

Mary Keenan
Secretary to the Board

John Cronin
President