

**WAYNE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
FINAL MINUTES
June 14, 2011**

The regular meeting of the Wayne Public Library Board of Trustees was called to order by President Catherine Herman on Tuesday, June 14, 2011 at 7:01 p.m. The notice requirements of the Open Public Meeting Act have been satisfied with respect to this meeting. Specifically, the time, date and location were included in the annual notice of meetings, posted on bulletin boards in the Main Library and the Preakness Branch Library, given to the Township Clerk's office and sent to two newspapers including the official newspaper of the Township, the North Jersey Herald & News. The agenda of this meeting was posted in both the Main Library and the Preakness Branch Library, posted on the Wayne Public Library's web page and given to two newspapers, including the North Jersey Herald & News before 4:30 p.m. on the Friday preceding this meeting.

In attendance were President Catherine Herman, Vice President Michael Kealy, Trustee Franco Mazzei, Trustee Jane Hutchison, Trustee Gabriel Nazziola, Mayor's Alternate Louise Newton Superintendent of Schools Alternate Pat Kneisel and Council Liaison Al Sadowski arrived at 7:22 PM. Also in attendance was Director Jody Treadway. Business Manager Lynn Mielke was absent.

MINUTES:

Gabriel Nazziola motioned, seconded by Michael Kealy, to approve the minutes from the May 10, 2011 regular meeting. The motion passed 5-0 with 1 abstention.

TREASURER'S REPORT:

Jane Hutchison motioned, seconded by Franco Mazzei to approve the Trustees' Account checks for May 2011 as submitted. The motion passed 6-0. There was a discussion of the TD Bank CD and if there could be a better rate given at another bank. This topic will be placed on the August agenda.

Gabriel Nazziola motioned, seconded by Louise Newton to authorize the payment of the Deer Park water bill so not to incur a late fee since there is no meeting in July. The motion passed 6-0.

Gabriel Nazziola motioned, seconded by Jane Hutchison Treasurer's to approve the year to date financial report for 2011. The motion passed 6-0.

CORRESPONDENCE:

President Herman handed out to Board members their NJLTA membership cards.

COMMITTEE REPORTS:

Friends – The Friends did a great job of gathering books for the Wayne Day book sale. The Appreciation Luncheon was very nice.

Personnel – very active on conducting interviews for the Assistant Director position.

Negotiating – A report will be issued in executive session.

Facilities/Safety – EIFS project will be discussed under old business.

Budget – Gabriel Nazziola is waiting to hear back from the township on the accounts controlled by the township.

Events – Wayne Day will talk about under old business.

PUBLIC HEARING:

Franco Mazzei motioned, seconded by Pat Kneisel, to open the public hearing. The motion passed unanimously.

Members of the public expressed their concerns over the staffing of the Preakness Library and the Assistant Director position. Members of the public also expressed concerns cost of the EIFS project at this time when money is tight.

Pat Kneisel motioned, seconded by Gabriel Nazziola, to close the public hearing. The motion passed unanimously.

BOARD MEMBER COMMENTS:

The Board members responded to the patron and staff comments. Board Members answered questions concerning the CD and cost effectiveness of an Assistant Director. Councilman Sadowski asked that Montclair Public Library be contacted to see how they are managing during these hard financial times since they were voted a Library Journal Best Library in 2002.

DIRECTOR'S REPORT:

Director Treadway reported on the NJLA Funding and Structure Task Force meeting she attended. The current recommendation is the creation of a library district which would allow funding to be based on voter approval.

Director Treadway reported that the meeting room reservation system went live to the public with no problems to date. Wendy Sandford has been working to reorganize and clean up the various materials collections at the Preakness Library. These changes will make for a better patron experience and ease of using the collections.

The Summer Reading Program for children and teens will begin on Friday June 17th.

BTOP job training will take place in the library's computer training center on July 15, 22, 25 and 26 with a trainer from PCCC providing the classes.

The Board commented on the number of halogen lights that were out in the gallery area and asked on the status of the lighting survey and when new lights would be purchased for that area. Councilman Sadowski stated that there is no set date to implement the survey.

Jane Hutchison motioned, seconded by Louise Newton for the Library Board of Trustees to pay for 4 to 5 halogen lights to replace burned out lights for the gallery area of the Main Library. The motion passed unanimously.

OLD BUSINESS:

Wayne Day – It was a success. The public enjoyed browsing for books and a lot of the books were sold. The garage worked well. The Board would like a Wayne Public Library vinyl banner about 6-8 feet long with grommets to use for special events. The banner would be paid for out of board funds.

EIFS Project – Director Treadway reported that the work is almost complete. The Nellis farm sign, Wayne Public Library wording and the handicap sign need to be put back on the building. The front doors will also be painted to match the trim. The inside repairs still need to be addressed also. The Library Board does not want the project to be closed out until after the building goes through the winter season.

Reorganization – The staff program Adapting to Change by Luisa Paster was presented to the Board for their approval. Both libraries would be closed for the day on July 13th so all staff could participate.

Gabriel Nazziola motioned, seconded by Franco Mazzei to closed the libraries for the staff training and to pay for the program out the of Board of Trustee's account. The motion passed unanimously.

Pat Kneisel motioned, seconded by Louise Newton to provide lunch for the staff during the Adapting to Change program from Board funds equal in amount to the last staff day. The motion passed unanimously.

NEW BUSINESS:

Inter-local Agreements – Pat Kneisel explained how the need for closer cooperation between the library and township has grown in the past several years. The inter-local agreement would define the concept and narrow the scope of what services would be provided by each organization. Pat will contact Neal to set up a meeting to discuss this. Cathie Herman and Jody Treadway will also attend the meeting.

PERSONNEL CHANGES:

Gabriel Nazziola motioned, seconded by Jane Hutchison to approve the personnel changes. The motion passed unanimously.

EXECUTIVE SESSION:

Gabriel Nazziola motioned, seconded by Franco Mazzei to go into executive session at 8:55 PM. The motion passed unanimously.

Michael Kealy motioned, seconded by Gabriel Nazziola to go back into open session at 10:01 PM. The motion passed unanimously.

Gabriel Nazziola motioned, seconded by Michael Kealy to offer the Assistant Director's position to Doreen Shoba with a one year contract, at the annual salary of \$90,000 and 3 weeks vacation. The motion passed unanimously.

ADJOURNMENT:

Gabriel Nazziola motioned, seconded by Michael Kealy to adjourn at 10:05 p.m. The motioned passed unanimously.

Respectfully submitted