

**WAYNE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
FINAL MINUTES
MAY 10, 2011**

The regular meeting of the Wayne Public Library Board of Trustees was called to order by President Catherine Herman on Tuesday, May 10, 2011 at 7:00 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 Gabriel Nazziola, Mayor's Alternate Louise Newton Superintendent of Schools Alternate Pat Kneisel and Council Liaison Al Sadowski. Also in attendance was Director Jody Treadway. Trustee Jane Hutchison and Business Manager Lynn Mielke were absent.

MINUTES:

Michael Kealy motioned, seconded by Gabriel Nazziola, to approve the minutes from the April 12, 2011 regular meeting. The motion passed 4-0 with 2 abstentions.

TREASURER'S REPORT:

Pat Kneisel motioned, seconded by Michael Kealy to approve the Trustees' Account checks for April 2011 as submitted. The motion passed 6-0.

There was no Treasurer's report for April 2011.

CORRESPONDENCE:

None.

COMMITTEE REPORTS:

Friends – Michael Kealy attended the meeting and talked with them about having a book sale in conjunction with Wayne Day. Friends' Volunteer Appreciation luncheon is planned for May 19th at noon. Please RSVP to the Friends.

Personnel – working on the Assistant Director position.

Negotiating – A report will be issued in executive session.

Facilities/Safety – EIFS project is moving quickly, the contractor will be responsible for repairing the damages caused by the leaks during construction.

Budget – revised budget to approve tonight.

Events – Wayne Day will talk about under new business.

PUBLIC HEARING:

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

Members of the public expressed their concerns over the status of the Preakness Library lease which is with the Wayne Board of Education. Members of the public also expressed concerns over the staffing at the Preakness Library. A request was made to post the Board meeting minutes once they were approved on the website. A question concerning the funding of the EIFS project was raised.

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

BOARD MEMBER COMMENTS:

The Board members responded to the patron and staff comments. President Herman stated that the Library Board could not control what happens with the Preakness Library lease since the School Board is the landlord. She did feel that the Board meeting minutes could be posted on the library's web site. Michael Kealy stated that money for the EIFS construction was from a township bond and not the library's operating budget.

DIRECTOR'S REPORT:

Director Treadway reported that the five BTOP computers for the Preakness Library have been received from the State Library. The Wayne Public Library was selected by the Hillsdale Home School Co-op as the number one library for homeschoolers to use. They visited 16 area libraries to assess the services offered and Wayne Public Library was their number one choice.

On May 18th the meeting room reservation system is going live to the public. The meeting room reservation telephone line will be discontinued.

Director Treadway replied to Gabriel Nazziola inquiry in April about lost library items. A report from PALS Plus shows that a total of 503 items were lost in 2010. That is .21% of the collection. In a four month period there are 60 missing items most of which are located as time goes on.

OLD BUSINESS:

Foundation – Catherine Herman is still attempting to get in touch with Bill Hanse concerning the legal documents for a Foundation. There has not been a lot of success in finding people interested in serving on the Foundation. Director Treadway will ask Lois Lavorgna to come to a later meeting and talk about the fund raising efforts during the renovation and expansion.

Updated Budget – Minor adjustments in several line items had to be made so the library's budget was at millage. Trustee Nazziola stated that he could not vote for the budget as long as he did not have a clear understanding of the formula used to determine the accounts controlled by the township. Trustee Nazziola asked that a letter be written to the township asking for clarification. Michael Kealy motioned, seconded by Catherine Herman to approve the updated budget. The motion passed 3-2 with 1 abstention.

NEW BUSINESS:

Personnel Discussion – the job description for the Assistant Director was discussed. A few changes were made to the job description. Interviews for the position will begin on May 23rd in the evening with the Personnel committee and the director conducting the interviews.

The Library Board authorized Director Treadway to investigate trainers and or facilitators who could work with the staff on the reorganization of the library. This training would be paid for out of Board funds. Director Treadway is to report back at the June Board meeting.

Wayne Day – The Board of Trustees will conduct a book sale for the Friends of the Library on Wayne Day using the library's garage. That way if it does rain, the

books will not be ruined or have to be lugged across the field. The Friends will select the books to be sold and all money collected on Wayne Day will go to the Friends.

PERSONNEL CHANGES:

There were no personnel changes.

EXECUTIVE SESSION:

Gabriel Nazziola motioned, seconded by Louise Newton to go into executive session at 9:41 PM. The motion passed unanimously.

Gabriel Nazziola motioned, seconded by Franco Mazzei to go back into open session at 10:31 PM. The motion passed unanimously.

Gabriel Nazziola motioned, seconded by Michael Kealy to hire a part time temporary financial clerk to begin immediately at the Junior Library Assistant rate to process purchase orders, not to exceed 15 hours per week. The motion passed unanimously.

ADJOURNMENT:

Gabriel Nazziola motioned, seconded by Louise Newton to adjourn at 10:34 p.m. The motioned passed unanimously.

Respectfully submitted