

**WAYNE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING  
FINAL MINUTES  
October 11, 2011**

The regular meeting of the Wayne Public Library Board of Trustees was called to order by President Catherine Herman on Tuesday, October 11, 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 Gabriel Nazziola, and Mayor's Alternate Louise Newton. Trustee Jane Hutchison, Trustee Franco Mazzei, Superintendent of Schools Alternate Pat Kneisel and Council Liaison Al Sadowski were absent. Also in attendance was Director Jody Treadway and Assistant Director Doreen Shoba. Business Manager Lynn Mielke was absent.

Gabriel Nazziola motioned, seconded by Michael Kealy, to approve the revised agenda for the October 11, 2011 regular meeting to include the recommendation by the engineer for the partial replacement of the Main Library roof. The motion passed 4-0.

**MINUTES:**

Gabriel Nazziola motioned, seconded by Michael Kealy, to approve the minutes as corrected from the September 13, 2011 regular meeting. The motion passed 3-0 with Louise Newton abstaining.

**TREASURER'S REPORT:**

Michael Kealy motioned, seconded by Gabriel Nazziola to approve the Trustees' Account checks for October 2011 as submitted. The motion passed 4-0.

Gabriel Nazziola motioned, seconded by Michael Kealy to approve the year to date financial report for 2011. The motion passed 4-0.

**CORRESPONDENCE:**

President Catherine Herman read a letter from Business Manager Lynn Mielke stating that for health reasons she would not be renewing her contract with the Board of Trustees when it expired on December 31, 2011.

Gabriel Nazziola motioned, seconded by Catherine Herman to approve the expenditure of up to \$50 for flowers for to be sent to Lynn Mielke after her surgery. The motion passed 4-0.

**COMMITTEE REPORTS:**

Friends – The Friends will be having a Children’s book sale in November. The Friends of the Library Proclamation will take place at the October 16, 2011 Council meeting.

Personnel – will be talked about in executive session.

Negotiating – none.

Facilities/Safety – should meet.

Budget – met just prior to this meeting and hopes to have a budget conference with the township.

Events – none

**PUBLIC HEARING:**

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

Wendy Sandford:  
She wanted to comment for herself and many others that she was sad about hearing the news of Lynn’s resignation, especially because Lynn was experiencing ill health. She will be missed.

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

**BOARD MEMBER COMMENTS:**

None

## **DIRECTOR'S REPORT:**

Director Treadway informed the Board that the Passaic County Cultural & Heritage Council had awarded Wayne Public Library two grants totaling \$2400 towards the funding of the Lunchbox Learning programs.

Director Treadway informed the Board that four new lights were installed in the gallery area of the library. These lights do help but are not a permanent solution. The director is working with Matt Cavallo to come up with a new system of lighting for that area which will have less maintenance problems.

The Louisa May Alcott grant is almost complete. The programs have had good attendance and the partnerships with William Paterson University and the Wayne Historical Commission will lead to more joint programs in the future.

## **OLD BUSINESS:**

The issue of hiring Jedd Strauss as the after school monitor was brought up for approval. The School Board has already approved the position. This position is needed to deal with the high school students who use the Main Library between the hours of 2:30 and 4 PM. The cost of the monitoring will be split between the Board of Education and the Library Board.

Gabriel Nazziola motioned, seconded by Louise Newton to author hire Jedd Strauss as the after school monitor. The motioned passed unanimously.

The millage number for 2012 is \$3,422,306 which is a 4.33% decrease from 2011. State Aid is \$25,215 which is a decrease of \$442 from 2011. At this time the budget is balanced but the library has not received the costs for the Accounts Controlled by the township. President Herman asked the director what was the main staff issue for the 2012 budget. Director Treadway responded that each staff member worried about losing their job due to the budget reduction. Director Treadway provided the Board with a list of money saving ideas which included a slight reduction in total hours that the library would be open; closing one night a week, reducing the number of Sundays that the library is open and closing the Preakness Library on Fridays. No action was taken on the 2012 budget

There has been no progress on the Library Foundation. President Herman asked Director Treadway to see if she could make contact with Bill Hanse at the Wayne Corporate Appreciation Breakfast and discuss the Library Foundation with him.

Several Board members expressed interest in attending the Wayne Corporate Appreciation Breakfast on October 20, 2011. Director Treadway would see if there was still space available for them to attend.

### **NEW BUSINESS:**

The 2012 Library holiday calendar was presented for approval. There was a brief discussion of whether or not the library should be closed on January 2, 2012 in observance of New Year's Day. Past practice has always been when a holiday falls on Sunday to have the holiday be a floating day and the library open on Monday. The question was asked of Shop Steward Janis Campagna if this was acceptable to the staff and she stated that it was.

Gabriel Nazziola motioned, seconded by Louise Newton to approve the 2012 holiday calendar. The motion passed unanimously.

October 13-19, 2011 is National Friends of the Library Week. In addition to the Proclamation being read at the Council meeting on October 19, 2011, Director Treadway suggested that the Board could provide lunch for the Friends at their October 20<sup>th</sup> board meeting in appreciation for their support of the library.

Catherine Herman motioned, seconded by Gabriel Nazziola to approve the use of Board funds to purchase lunch for the Friends of the Library board meeting on October 20, 2011. The motioned passed unanimously.

Trustee Training is needed for this year in order for the library to receive State Aid. A minimum of 21 hours of training must be completed by the end of this year. If a trustee was to attend the Strategic Planning workshop and report to the Board on it that would count as training. Louise Newton was agreeable to attending the day and half training with the director at the Ridgewood Library.

Director Treadway brought to the Board for their approval the partial roof replacement on the Children's area of the library. The Engineer recommended that the bid be awarded to S&S Roofing of Carteret, NJ.

Gabriel Nazziola motioned, seconded by Michael Kealy, to approve the Engineer's recommendation for the Main Library roof replacement. The motion passed unanimously.

### **PERSONNEL CHANGES:**

None.

**EXECUTIVE SESSION:**

Gabriel Nazziola motioned, seconded by Louise Newton to close the public session and go into executive session. The motioned passed unanimously.

Gabriel Nazziola motioned, seconded by Michael Kealy to close the executive session and go back into public session. The motioned passed unanimously

Michael Kealy motioned, seconded by Gabriel Nazziola to approve the Administrative Assistant position to replace the Business Manager position being vacated by Lynn Mielke's resignation. The motioned passed unanimously

**ADJOURNMENT:**

Catherine Herman motioned, seconded by Michael Kealy to adjourn at 9:10 p.m. The motioned passed unanimously.

Respectfully submitted