

**WAYNE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
FINAL MINUTES
NOVEMBER 8, 2011**

The regular meeting of the Wayne Public Library Board of Trustees was called to order by President Catherine Herman on Tuesday, November 8, 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, Trustee Jane Hutchison and Mayor's Alternate Louise Newton. 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.

MINUTES:

Gabriel Nazziola motioned, seconded by Michael Kealy, to approve the minutes from the October 11, 2011 regular meeting. The motion passed 4-1 with Jane Hutchison abstaining.

TREASURER'S REPORT:

Gabriel Nazziola motioned, seconded by Michael Kealy to approve the Trustees' Account checks for October 2011 as submitted. The motion passed 5-0.

Gabriel Nazziola motioned, seconded by Jane Hutchison to approve the year to date financial report for 2011. The motion passed 5-0.

CORRESPONDENCE:

A note of thank you was received from the Friends of the Wayne Public Library to the Board in appreciation for the luncheon provided to the Friends on October 20th.

A note of thank you received from Lynn Mielke to the Board in appreciation for the flowers sent to her after her surgery.

COMMITTEE REPORTS:

President Herman addressed the board with several concerns. The committees have not been meeting like they should and committee work is vital to the board. Some of the committees should be combined, there should be a chair appointed and they should meet quarterly and report to the President.

Friends – The Friends will be having a Children’s book sale in November.

Personnel – will be talked about in executive session.

Negotiating

Facilities/Safety

Budget – Conference with mayor on November 15th at 5:30 PM

Events – none

PUBLIC HEARING:

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

Joan Rivman: asked that the Board consider moving the public hearing to after new business so that the public would have a chance to comment on the business that is on the agenda.

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

BOARD MEMBER COMMENTS:

None

DIRECTOR’S REPORT:

Director Treadway updated the Board on the on PALS Plus membership meeting which had a presentation on the Library Funding and Structure Task Force which is

proposing the creation of special Library Districts as a new means of funding libraries.

Director Treadway is still working on with the township on the lighting issue in the Gallery area. The consult is to bring back a quote for extending the existing hanging lighting over the new book area and in the living room section. This lighting would replace the halogen lights.

The Library was very popular in the wake of the October snow storm as patrons sought out the library as a source of warmth, electrical outlets and internet access. The library did lose internet access on November 1st when PALS Plus lost power due to PSE&G bringing customers back on line.

Warner Brothers Studio has recently changed its policy to prohibit the distribution of theatrical releases to libraries and home video rental stores until 28 days after they release the movie for sale at retailers this will affect libraries with two upcoming releases "Crazy, Stupid Love" and "Harry Potter and the Deathly Hollows, Part 2."

OLD BUSINESS:

The 2012 materials budget has benefited from the \$10,000 reduction in PALS Plus expenses. The Library budget committee will be meeting with the township on November 15, 2011 to discuss the accounts controlled by the township. The township will be represented by Mayor Vergano, Neal Bellet and Bob Miller. The only numbers missing for the budget are those that are controlled by the township with the pension and health care costs being the two largest amounts. As of now the library has a balanced millage budget.

TD Bank CD Account will roll over on December 13, 2011. The Board will continue to investigate other banks that will pay a higher rate of income but still allow the Board to have flexibility with the account.

The search is still on for members to create a Library Foundation. Director Treadway did not get a chance to talk with Bill Hanse at the Corporate Appreciation Day on October 19, 2011. Director Treadway did suggest using the list of attendees at the breakfast as a recruiting tool for foundation members. A copy of the attendee list will be provided at the next meeting.

NEW BUSINESS:

Updates to the Circulation policy were presented. Some of the updates were due to technology changes such as the library offering flash drives instead of floppy

discs for sale to patrons and the others were to bring our policies up to date with PALS Plus changes.

Gabriel Nazziola motioned, seconded by Louise Newton to approve the changes to the Circulation policy. The motion passed unanimously.

The Strategic Planning workshop that was attended by Louise Newtown and Director Treadway was discussed. A Strategic Planning committee will need to be formed and meet before the second workshop which is to be held on December 1, 2011. The committee will involve staff, Board members, the public and hopefully a Friend's member. Louise Newton will try to establish a meeting time. Director Treadway will ask for staff to volunteer for the committee.

PERSONNEL CHANGES:

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

EXECUTIVE SESSION:

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

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

ADJOURNMENT:

Michael Kealy motioned, seconded by Gabriel Nazziola to adjourn at 8:45 p.m. The motioned passed unanimously.

Respectfully submitted