

Free Public Library of the Township of Rochelle Park
Minutes of the Regular Meeting of the Board of Trustees
of the Rochelle Park Public Library held at the
Senior Center
151 West Passaic Street
Rochelle Park, NJ
January 14, 2019

Trustee Sandi Ross called the meeting to order at 7:13 pm.

This is a regularly scheduled public meeting of the Rochelle Park Library Board of Trustees and notices thereof have been given by the following:

- A. Sending notice on January 2, 2019, to "The Record" and "Our Town".
- B. Posted a copy of the Agenda in the library as well as on the library website.

ROLL CALL

Present: Treasurer Adib Abboud
 Trustee Karen Koerner
 President Sandi Ross
 Secretary Christopher Sheridan
 Vice President Diane Verhasselt
 Michael Warren, Mayoral Designee

Also Present: Kathryn Cannarozzi, Library Director

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

A motion was offered by Trustee Ross to approve the agenda and was seconded by Trustee Verhasselt. Motion carried on a voice vote - all voting "Aye".

APPROVAL OF MINUTES

A motion was offered by Trustee Sheridan to amend the Minutes for December 10, 2018 and was seconded by Trustee Abboud. Proposed amendment corrected the amount of money transferred to the Capital Funds account from \$44,000 to \$80,000.

A motion was offered by Trustee Koener to approve the revised Minutes for December 10, 2018 and was seconded by Trustee Abboud. Motion carried on a voice vote - all voting "Aye".

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Treasurer Abboud	X			
Trustee Koerner	X			
President Ross	X			
Trustee Sheridan	X			
Vice President Verhasselt	X			
Designee Hernando			X	
Designee Warren	X			

FINANCIAL REPORT/BILLS PAYABLE

Account Balances as of **December 31, 2018:**

Operating Account* \$184,897.50
 Capital Account \$80,000.00
 Donations Account \$2,074.55
 \$266,972.05

*Note: The amount of \$184,897.50 that is in the Operating Account, includes the \$129,885.50, monies that were carried over from 2017.

Balance as of **12/1/2018** \$284,327.63
 Ending Balance as of **12/31/2018** \$264,897.50
 Total Expenditures \$19,430.13

Expenditures were for

- Payroll
- Hope's Promise, LLC.
- Rose Marie
- Cianci Security
- ShopRite
- NJ State
- Amazon / SYNCB
- Village Marketing

DISCUSSION ITEMS

Nomination of Officers

Trustee Ross opened the floor for nominations for the office of President. Trustee Verhasselt nominated Sandi Ross. Trustee Ross called for any additional nominations. None made. Nominations closed.

A motion was offered by Trustee Verhasselt seconded by Trustee Abboud to confirm vote appointing Trustee Ross as President. Motion carried on a roll call vote – All voting “Ayes”, with the exception of Ross who abstained.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Abboud	X			
Trustee Koerner	X			
Trustee Ross			X	
Trustee Sheridan	X			
Trustee Verhasselt	X			
Designee Hernando	X			
Designee Warren	X			

President Ross opened the floor for nominations for the Office of Vice President. Trustee Sheridan nominated Diane Verhasselt. President Ross called for any additional nominations. None made. Nominations closed.

A motion was offered by Trustee Sheridan seconded by Trustee Koerner to confirm vote appointing Trustee Vice President. Motion carried on a roll call vote – All voting “Ayes”, with the exception of Verhasselt who abstained.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Abboud	X			
Trustee Koerner	X			
President Ross	X			
Trustee Sheridan	X			
Trustee Verhasselt			X	
Designee Hernando	X			
Designee Warren	X			

President Ross opened the floor for nominations for the Office of Treasurer. Vice President Verhasselt nominated Adib Abboud. President Ross called for any additional nominations. None made. Nominations closed.

A motion was offered by Vice President Verhasselt and seconded by Trustee Sheridan. Motion carried on a roll call vote - All voting "Ayes", with the exception of Abboud who abstained.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Trustee Abboud			X	
Trustee Koerner	X			
President Ross	X			
Trustee Sheridan	X			
Vice President Verhasselt	X			
Designee Hernando	X			
Designee Warren	X			

President Ross opened the floor for nominations for the Office of Secretary. President Ross nominated Christopher Sheridan. President Ross called for any additional nominations. None made. Nominations closed.

Motion offered by President Ross and Treasurer Abboud seconded. Motion carried on a roll call vote - All voting "Ayes", with the exception of Sheridan and Warren.

ROLL CALL VOTE

	YES	NO	ABSTAIN	ABSENT
Treasurer Abboud	X			
Trustee Koerner	X			
President Ross	X			
Trustee Sheridan			X	
Vice President Verhasselt	X			
Designee Hernando	X			
Designee Warren			X	

Programs (DV)

Vice President Verhasselt recently traveled to Massachusetts to visit family and was able to visit the *Billerica Public Library*. Ms. Verhasselt brought back materials including a volunteer form, Monthly adult programs, Children's programs, and Teen Programs. Also notable was a lending program that included items such as garden tools or musical instruments.

CORRESPONDENCE

DIRECTORS REPORT

- Lending hotspots
 - Two possible services that would provide the hotspot are Tech Soup at a cost of \$120 a year per device plus \$108 admin fee or T-Mobile at \$28.70 a month per device.
- Proposal to purchase computers from BCCLS for public use
 - Director Cannarozzi is looking to increase the number of public computers. Two options available are leasing through Dart at \$940 per computer with no service or ability to upgrade. The second option would be to lease through BCCLS at \$925 per computer and includes a service plan of \$270 per computer starting the 3rd year. BCCLS computers will also be replaced every 5 years. The board decision is to wait until the remodel to see the number of computers needed.
- Approve library logo design from the website designer
 - The Website designer gave two free options on a library logo. The board will continue looking and will contact the Midland school art teacher to see if she would interested.
- Approve hiring photographer for website photos
 - With the new website almost ready to go, Director Cannarozzi would like to hire a photographer to photograph the current space. The board feels that we should wait for the remodel and just use stock photos until that has taken place.

COMMITTEE REPORTS

Budget/Finance

- 2018 Audit

Personnel

Operations/Facilities

The redesign committee met with Stewart Fife, of Library Interiors, on January 8th.

OLD BUSINESS

Mold Remediation

Part-time staffing - new ads place on BCCLS, NJLA and Indeed.

Revised computer and meeting room policies

Website Redesign

Future Midland School visit - February 1st Latchkey Program

NEW BUSINESS

PUBLIC PORTION

No members of the public present.

ADJOURNMENT

A motion was offered by President Ross and seconded by Vice President Verhasselt to adjourn the meeting at 9:16 pm. Motion carried on a voice vote - all voting "Aye".

Respectfully submitted,
Christopher Sheridan - Library Board Secretary