Montville Township Public Library
Board of Trustees Meeting
January 8, 2018
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

REORGANIZATION

MEMBERS PRESENT
Mr. Tom Mazzaccaro
Ms. Jane Hines
Ms. Linda Peskin
Mr. David Tubbs
Mr. Robert Lefkowitz
Mayor Conklin
Mr. Carmen Allora
Mr. Robert Donohue
Mr. Charles Grau

Allan M. Kleiman, Library Director – Present

Catherine LaBelle, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Mazzaccaro, at 7:31 p.m.

II. Open Public Meetings Act Statement

Mr. Mazzaccaro stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meeting will be digitally recorded. Minutes will be available to the public on the Library's website and at the Library's Information Desk once they have been officially approved.

III. Pledge of Allegiance and Moment of Silence

IV. Reorganization

Mr. Mazzaccaro nominated Mayor Conklin as Temporary Chairman. Mayor Conklin turned the meeting over to the Nominating Committee Chair Ms. Peskin. All in favor by voice vote.

A. Ms. Peskin made a motion to nominate Tom Mazzaccaro as President, Robert Lefkowitz as Vice-President, Linda Peskin as Secretary, Carmen Allora as Treasurer and Robert Donohue as Assistant Treasurer. Seconded by Mr. Tubbs. All in favor by voice vote.

B. Mr. Mazzaccaro made a motion to designate the Daily Record as official newspaper of record and notice. Secondary notification will be The Citizen. Motion made by Mr. Grau, Seconded by Ms. Peskin. All in favor by voice vote.

C. Mr. Mazzaccaro presented resolution to engage the services of Michael A. Cerrone as legal counsel for the year 2018. Motion made by Mr. Grau, Seconded by Ms. Peskin. All in favor by voice vote.

D. Mr. Mazzaccaro presented resolution to retain the auditing services of Nisivoccia, LLP for the year 2018. Motion made by Mr. Grau, Seconded by Ms. Peskin. All in favor by voice vote.

E. Mr. Mazzaccaro presented resolution to retain the QPA services of Sean Canning, The Canning Group for the year 2018. Motion made by Mr. Grau, Seconded by Ms. Peskin. All in favor by voice vote.

F. Mr. Mazzaccaro presented resolution to retain the Board Recording Secretary services of Liz Johansen for the year 2018. Motion made by Mr. Grau, Seconded by Ms. Peskin. All in favor by voice vote.

G. Mr. Mazzaccaro presented resolution to retain the accounting services of Greg Della Pia, CPA for the year 2018. Motion made by Mr. Grau, Seconded by Ms. Peskin. All in favor by voice vote.

H. Mr. Mazzaccaro presented resolution to adopt the Fines and Fees Schedule for 2018. Motion made by Mayor Conklin, Seconded by Mrs. Hines. All in favor by voice vote.

Discussion took place regarding returned check fees. Mr. Allora would like to change to "Bank assessment". Mr. Donohue does not think the fines should be increased.

Mr. Allora made a motion to change the returned checks from a $20 fee to read "bank assessment fee" and the processing fee for museum passes will be changed to $10. Seconded by Mr. Lefkowitz.

Mr. Tubbs no, Mrs. Hines yes, Mr. Grau yes, Mr. Mazzaccaro yes, Mr. Donohue no, Mr. Lefkowitz yes: Ms. Peskin yes; Mr. Allora yes, Mayor Conklin yes: Motion Carried

I. Mr. Mazzaccaro presented resolution to approve the M.A.I.N. Inc Membership Agreement for 2018. Motion made by Mr. Lefkowitz, Seconded by Mrs. Hines. All in favor by voice vote

J. Mr. Mazzaccaro presented resolution to approve the following regular and alternate dates for the Board Meetings for 2018:

Regular: February 12, March 12, April 9, May 14, June 11, July 9, August 13, September 17, October 15, November 19, December 10 and January 14, 2019.

Alternate: February 26, March 19, April 16, May 21, June 18, July 16, August 20, September 24, October 22, November 26, December 17 and January 28, 2019. Motion made by Robert Donohue, Seconded by Mayor Conklin. All in favor by voice vote.

K. Resolution to approve the holiday schedule (as per union contract) for 2018/2019. Motion made by Mr. Grau, Seconded by Mr. Tubbs. All in favor by voice vote.

Monday, January 15	MLK, Jr. Day
Monday, February 19	President's Day
Friday, March 30	Good Friday
Monday, May 28	Memorial Day
Wednesday, July 4	Independence Day
Monday, September 3	Labor Day
Monday, October 8	Columbus Day
Friday, November 12	Veteran's Day observed
Thursday, November 22	Thanksgiving Day
Friday, November 23	Thanksgiving Friday
Monday, December 24	Christmas Eve
Tuesday, December 25	Christmas Day

Tuesday, January 1, 2019 New Year's Day

L. Resolution to adopt early closing (5pm) schedule for 2018. Motion made by Mr. Grau, Seconded by Mrs. Hines. All in favor by voice vote.

Wednesday, November 21 Thanksgiving Eve

M. Resolution to close for Easter Sunday, April 1, 2018. Motion made by Mr. Grau, Seconded by Mrs. Hines. All in favor by voice vote.

Adjournment

Motion by Mr. Lefkowitz to adjourn this portion of the meeting at 8:04pm. Seconded by Mr. Tubbs. All in favor by voice vote.