

**Montville Township Public Library
Board of Trustees Meeting
APRIL 12, 2010
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

The meeting was called to order by President, Peter King at 7:30 p.m.

**Timothy Braden Howard Chesler David Dalia Edward Ernstrom Peter King
Donald Kostka Robert Lefkowitz Thomas Mazzaccaro Rita Seipp**

**Allan Kleiman – Interim Library Director
Vincent Sacco – Associate Director for Operations & Technology
Ann Grossi, Esq. – Attorney for Board
Elaine Wood – Recording Secretary**

Peter King stated that prior notice of the Meeting had been published in accordance with the requirements of the Open Public Meetings act.

MINUTES OF MEETING

Meeting was opened at 7:30 p.m.

Ms. Grossi stated that Mr. Lefkowitz was video-taping the meeting, and stated that if there were any members from the public present, they needed to be notified that this meeting is being recorded. Mr. Dalia stated that this was a “personal” decision made by Mr. Lefkowitz and was not approved by the Board.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

PUBLIC COMMENTS

At this time Mr. Lefkowitz requested to be heard to which it was noted that Mr. Lefkowitz is a Board member and therefore this portion of the meeting does not pertain to him, but rather to the public only. It was further noted that if Mr. Lefkowitz had any business that he cared to address the Board, it must be done at the appropriate time, under New Business or Old Business.

No public comments.

ADOPTION OF MINUTES

Peter asked if there were any corrections to the March 8, 2010 Open Session Meeting.

It was stated that Timothy Braden was not present for the March 8, 2010 meeting and James Sandham was present for the March 8, 2010 meeting.

Also, Donald Kostka's spelling was incorrect.

James made a motion to accept the March 8, 2010 Minutes as amended.
Thomas seconded

All were in favor

REPORTS OF OFFICERS

President – Peter King

Peter did not have a report, however, he did state that in an effort to conclude each monthly meeting by 9:30 p.m., he requested when the Chair recognizes a member to speak, that they would keep their comments to a two (2) minute minimum. He further stated that he was going to ask the Secretary to be the gatekeeper of this rule.

Robert stated that Robert's Rules of Order did not allow the Chairperson to make that decision.

Ms. Grossi said that Robert's Rules of Order allows the President of a Body to decide how long people would be allowed to speak on each topic, as it is his job to ensure that meeting moves along and that business is conducted in an orderly fashion.

Vice President – Edward Ernstrom

Edward reminded the members that all their Ethics filings are due by April 30, 2010 and that they can be dropped off to Trudy.

Treasurer – Thomas Mazzaccaro

Thomas stated that there were some items that would be in the Resolutions; i.e., signatures and the budget. It was further noted that Thomas spent a considerable amount of time going to the banks, following up and making certain that all the signatures were in order. He said that Boiling Springs Bank asked if they wanted to participate in their Community Alliance Program. Thomas explained that the program would set up the library as a club or a group that can be sponsored by their depositors. At this time Thomas passed out the information to the Board members.

Assistant Treasurer – Donald Kostka

No Report

Secretary – David Dalia

No Report

REPORTS OF COMMITTEES

Finances – Thomas Mazzaccaro

Thomas stated that he would wait until they had the discussion of the budget as well as the matter of the signatures.

Buildings and Grounds – Edward Ernstrom

Edward said that they did receive a quotation for services related to the alarm system, which he would discuss in Executive Session. Ms. Grossi stated that she did not think this should be a matter for discussion under Executive Session.

Edward said that they were looking to improve the data they get from the alarm system and they had received some volunteer services from Mr. Dougherty. He further stated that they were preparing a Request for Quotation to seek quotations for the alarm that would include this data.

Edward stated that the Key Card would be an option that the Buildings and Grounds Committee had not met yet to discuss but they received a recommendation from David Dalia to switch to a Key Card system.

It was noted that this was not a Buildings and Grounds Committee item but should be placed under “New Business”.

Personnel – Edward Ernstrom

Edward said that they had received a resignation from the leader of the Children’s Services Team. He said that at the May meeting the Library Director would be presenting a plan for continuation of professional and supporting services for the Children’s Services Team.

Patron Services – Howard Chesler

Howard stated that the lines outside the parking lot are very faint and it is difficult to see that there is a fire lane and it is being used as a “drop off” and “double parking spot”.

Secondly, it seems that the lot is being used as an “all-day” parking lot and the sign needs to be redefined as it currently reads that a “permit” is needed for parking. The high school students think that the \$45.00 permit that is used for high school parking pertains to the library parking lot as well when, in fact, it does not – that permit pertains only to the high school.

Lastly, the afternoon “pick up” is a concern as the situation is becoming unsafe. It was stated that the parents picking up their children are ignoring the traffic flow as is designated by the lot, they are speeding through the lot and not coming to a full stop at the top of the hill and it is only a matter of time before there is a serious accident.

Peter suggested that these items be jotted down and see if there are any recommendations to be made.

Howard said that a revised draft of the survey went out to each of the board members asking for their comments and everything should be going back to Allan, at which time Allan will get it ready to be put out to the public.

Interim Library Director’s Report – Allan Kleiman

Allan said that each Board member had a report highlighting some of the activities from last month. Allan stated that many of the Board members had not had an opportunity to meet Alexa, whose chief responsibilities include marketing and public relations. She also has been handling the technology as well and the web site is 9/10th complete and hopefully by the first week in May they will be able to start testing “in-house”. Allan further stated that they would be working on formatting the survey and also moving into development and brands so that they can utilize her skills.

Allan also stated that each member had a letter that went out to the Dover Library Board of Trustees. Also included was a summary of some of the PR that is happening around the state from the New Jersey Library Association, from the State Libraries and the Regional Libraries.

Allan asked if the Board had any suggestions in telling the public of some of the potential cuts that they have both at the State Library level which would affect service as well as the assembly bill that would show a reduction from 1/3 to 1/6.

Lastly, Allan stated that Sandy Calderone is the new Associate Director for Customer Service. Sandy has worked for the library for ten years.

Ms. Calderone said that merging the Inter Library Loan Department with the Circulation Department has made a significant difference in managing the work flow of the two departments. The Circulation Staff has proven to be helpful and are anxious to learn the additional skills to help move her increased volume along more smoothly. She stated that she was pleased with the additional help.

At this time Peter recognized Mr. Dougherty and Sarah _____ who were in attendance in the public portion of the meeting.

Mr. Dougherty asked if he could please re-open the Public Session portion of the meeting.

Robert made a motion to re-open the Public Session.
Thomas seconded

All were in favor.

Mr. Dougherty stated that he desired to address the Board as the Chairman of a Technology Committee that was formed through Mayor Sandham this year and is supported by the Board of Education and the Township. (Ms. Grossi informed Mr. Dougherty that he was being video-taped at this time). Mr. Dougherty said that he wanted to make the Board aware that they would be looking at several aspects of infrastructure, software, licensing, e-mail, etc. He said that this property adjoins the high school and they are looking into broadband accessing the buildings and rather than the library paying for a broadband access from Cablevision, and the Board of Ed paying for the high school, they are looking into having one access and to have it used by multiple facilities that are adjoining property owners. Mr. Dougherty asked if the library had any input, to please advise him.

Robert requested that the minutes reflect that he requested to speak in the Public Comments portion of the meeting. Ms. Grossi stated, "it is noted".

At this time Peter stated that the Public Comments portion of the meeting is now closed.

Associate Director for Operations & Technology Report – Vincent Sacco

No Report

8:03 p.m. - Peter asked for a motion to go into Executive Session for the purpose of discussing personnel matters and to discuss the Executive Session Minutes of March 8, 2010.

Donald seconded

All were in favor

Ms. Grossi advised Robert that he must turn off the videotape for the Executive Session meeting.

Open Session reconvened 8:30 p.m.

Peter asked for a motion to approve the Executive Session Minutes, as amended, for the March 8, 2010 meeting.

Howard moved
Donald seconded

All were in favor

March 8, 2010 Executive Session Minutes were turned in at this time.

RESOLUTIONS/MOTIONS

(a) Resolution to accept check register dated March 1 to March 31, 2010 in the amount of \$141,163.26.

Thomas moved
Edward seconded

Discussion: James stated that he e-mailed Thomas this morning questioning the salaries and wages for the month. Thomas said that he tried to reach Allan to inquire as to why there was a rise in salaries. One suggestion was that salaries are paid every two weeks.

(David asked that everyone would address their questions to the Chair and try to abide by the two minute time period for questioning and statements).

James stated that the month of March was approximately half of the year-to-date, and the year-to-date was three month's worth.

Thomas stated that the year-to-date was \$137,727 and if that is taken as a quarterly and then multiplied four times out, they are just about where the proposed budget would be.

Allan stated that a possibility was there was a payout of hours from an employee who left for unpaid vacation.

Edward also noted that there are two months each year when they have three pay periods.

Donald asked for an explanation of Capital Expenses in the Statement of Expenditures, category 16210 – Furniture and Fixtures; for the actual month there is \$13,639.00 for March and \$28,000.00 encumbered. Allan stated that was the rear screen projector.

All were in favor.

(b) Resolution for bank signatures and authorized contacts.

Edward moved
David seconded

Discussion: Howard asked who was the Business Office Library Associate to which Allan stated “Jeanne Ivy”.

All were in favor.

(c) Resolution to approve Trustee Manual.

Edward moved
James seconded

Discussion: James asked for an explanation of the process that happened from the initial draft. He stated that there seemed to have been much more input that was not included in the new document nor did he see any input from other board members. He asked where the information had come from.

Peter stated that back in February the original proposal went out and certain people had input and certain people did not.

James asked if Ms. Grossi reviewed the policy manual for legal aspects. Peter said that she had and Ms. Grossi stated that she was okay with the information as it pertained to the manual. She stated that she had made numerous changes based upon Robert’s recommendations. She said that she would like to know if James had any objections, as she would be happy to explain them to him. James said he had a few but he did not want to take up too much time.

Ms. Grossi said that she wanted everyone to know that much of what is stated in the policy came from what was stated in the original policy. She said the additions that were placed in the policy came out of the NJ Public Libraries’ Manual for Trustees.

Robert said he wanted to point out that the NJLTA put in their winter newsletter a section on policy making for the library and they say that policy should be ruled under how the library operates and pursues its goals. He stated that this document is much more than that. He stated that he had a lot of comments on it. He said that this was going beyond what the NJLTA requires.

Robert said that the policy states that the President is supposed to assign trustees to committees, and the Mayor does not have the power to assign people to committees, nor does the President of the School Board. He questioned why the power was given to the president of the library board when it is not recommended by Robert’s Rules or Order.

Secondly, he questioned the section of removal of officers. He stated that the law that covers the appointment of trustees does not support this section. Ms. Grossi said that that has been corrected and removed.

James had questions for the following items:

- Page 7, the third bullet point of Appointing Full Time Personnel is the responsibility of the Personnel Committee; the paragraph underneath is in conflict with that as it states the appointment is by the Board.
- Page 15 – the first bullet point of actively supporting library legislation and initiatives. The fifth bullet point; defend established library policies upon challenge.

- Page 16 – the second bullet point and then the second to last and the third to last bullet points “everywhere with everyone”.
- Page 17 – the last two bullet points.
- Personnel review.
- Page 26 – Every bullet point.

Ms. Grossi said that the committees do not have power to approve anything. They must bring everything before the Board. She stated that the committees are doing the reviews but the final decision is brought before the Board. Ms. Grossi also stated that she could add that into the policy so that is better understood.

Robert said that Page 9 of the Policy stated that the Trustees shall inform the Library Director prior to contacting the Library Staff. He said he believed that it should be when it's library business.

Ms. Grossi said that as a Trustee he is not seen as the “public” but instead a “trustee”. Ms. Grossi said that the problem would be that he could have grievances and complaints filed against him personally.

Also, page 9, states that when staff members are communicating with the Board it shall be done so in writing to the Library Director following the chain of command for the grievance procedure. After that they may attend Board meetings and address the full Board during the Public portion of the meeting. He stated that “anyone” is free to come to the public session of the meeting, whether or not they have come through a chain of command.

Ms. Grossi said that this is really just asking people to follow the chain of command. It would be expected of anybody in public office as well as private sector. She stated that this is just a Trustee Manual, not a Personnel Manual. She further stated that the point of it being in there is so that the Library Trustees understand what their role is in the library.

Thomas said that his objections to the Manual are the details in the removal of Trustees. Ms. Grossi stated that there is a process, but someone from the Board or a member of the public could bring charges up against a trustee and those charges would then be vetted here and if the trustees found that there was substantiation for any of the allegations then they would have to vote to recommend that it go before the town council. Ms. Grossi stated that the Trustees themselves do not have the authority to remove anybody. Trustees can only be removed for cause and the only real tribunal that could remove them would be the township committee.

Robert made a motion to table indefinitely.
David seconded

James stated that the questions he had for the manual that he received a month ago are not the same questions that he has now because more information has been added. He further stated that he did not support this motion because he believed that it should come to a vote; however, not this evening. His desire was to have the motion tabled until the next meeting in order to get the answers to the questions that are proposed. He suggested that everyone send his or her questions to Ms. Grossi and she could answer them if she were the significant author behind this.

Howard agreed with James and called for the question.

David seconded

It was noted that a vote needed to be taken on Robert's resolution to table indefinitely, meaning there will be no Trustee Manual.

For clarification, Peter stated that a yes vote would mean to throw it out, a no vote would mean to keep it.

Voted Yes: Robert Lefkowitz

Voted No: Howard Chesler, Edward Ernststrom, Donald Kostka, Thomas Mazzaccaro, James Sandham, Rita Seipp, Peter King, David Dalia

Pass: David Dalia

James made a motion to table this motion until the next meeting and asked that individual trustees forward all questions and comments to Ms. Grossi and that she would respond to the trustees.

Peter suggested that it go to the library so that the library has a copy.

All were in favor.

Ms. Grossi asked that it be clarified that she was not the significant author of this document as the majority of it was written long before she became the attorney for the Board.

Ms. Grossi said that e-mails that are sent to Board members could be construed as a public meeting, therefore she suggested that any recommendations be sent directly to Allan and then Allan could forward them to Ms. Grossi or they could be sent to both Ms. Grossi and Allan. This way there would be no conflict with the Open Meetings Act.

Robert inquired about Section 2 of the Trustee Section, to which Ms. Grossi stated that was the only section that was suspended.

(d) Resolution to approve the 2010 Budget.

David moved

Donald seconded

Discussion: Peter stated that on page 1, the next to the last line (line 25) should be deleted, as it had no bearing on the budget.

James said that he felt it was a very good budget and appreciated the time and effort that went in to it. However, he did have a question regarding page 1 "do they really want to spend \$31,000.00 on a PR consultant"? He further stated that on page 6 of 8 there is a legal fee budget of \$11,000.00 and to date we have spent \$3,000.00 – \$4,000.00 in the first three months of the year. He proposed that if the attorney bills for any individual month get to be more than 1/12th of the budget that the Library Trustees see them so that we know where we are spending that money. Also, James asked what the three items were on contingency.

Allan stated that some of the costs were related to repairs that they had for the various alarm pulls and fire pulls that did not operate.

Robert stated that some of the areas that they could potentially save money on were website maintenance, page 6; land maintenance, page 5 and land consulting, page 5.

Thomas said that they were going over the general budget currently but one of the items on the general budget was the capital budget and was included as capital expenses. He asked if they should perhaps be discussing the capital budget items first so that they could then be introduced into the budget.

Ms. Grossi stated that the capital budget is usually part of the overall budget so there was no need to have a resolution for the capital budget.

James said that they needed at least a three-year capital budget to submit to the state. Ms. Grossi said that James made a good point so perhaps there should be a separate resolution for that.

Donald made a motion to accept the capital budget
Thomas seconded

David said that he didn't see anything regarding the alarm, nor any money budgeted for the computers. Peter said that it would be under contingencies.

Donald stated that the contingencies are built into the budget. Page 6 of 8 have three components: Patron Survey, Software upgrade and Laptops. Donald suggested that the Board could decide at the appropriate time if they wanted to move forward with it. Donald stated that it was his understanding that the laptops tie into the classes that the library runs, which have generated a decreasing amount of revenue each and every year. In 2009 the library only generated \$690.00 from the classes, while the cost of an instructor is in excess of \$8,000.00 and the cost of the laptops are in excess of \$10,000.00.

Robert thought that \$10,000.00 for a Patron Survey was excessive. He suggested that it could be done online for nothing or in the Montville Messenger. Peter suggested that the Patron Services Committee to work on it.

James asked if each of these items would come back before this Board to be discussed and approved before the money is spent. Peter said that it would come back before the Board.

Allan said that once the Board has approved the budget, it is the Director's responsibility to spend it at the control of the Board. Allan suggested that if there is anything specific that is separate from the budget, they might want to suggest putting it into Capital, which sets it apart and treats it differently. Allan further stated that if it's in the budget and the Board votes \$10,000.00 for computers, then they are authorizing the Director to spend said amount of money on the computers.

Donald pointed out that on page 8 of 8, line 308, the Tax Relief is anticipated to be \$175,000.00, not the same as last year, which was \$237,000.00. Donald explained that that is a result of the reduction in resident taxes. Secondly, with regard to the contingencies, Donald stated that as those opportunities come up, they would have an opportunity to decide yes or no on the merits as those three items were suggested by Trustees as things that they would like to see. When the budget was put together they were factored in so they could get an overall picture of where they would be at the end of 2010 and where they anticipate being, spending less dollars in 2010 than they actually spent in 2009.

Rita said she gave Allan her vote of confidence on this budget. She said she was confident that he knew what he was doing and believed that it was this Board's responsibility to support him.

David questioned page 8 of 8 where the Tax Relief states the goal is 50% of the annual gross surplus. David asked if it meant that if this budget were passed, that the Tax Relief is 50% of the surplus, or does it mean that the Tax Relief is \$175,537.00 respective of surplus? David said that he would be more comfortable with this if it ended with “surplus” and as a footnote said “50% of surplus to be contributed to the Township for tax relief”.

Thomas said that the intent was to give back 50% of the budget surplus to the taxpayers. Thomas stated that there should be a separate resolution that specifically states their intent.

Howard said that he felt it should be worded that it is not a fixed and determinable number.

David made a friendly amendment to remove the \$175,537.00 as a tax relief item and simply state it as 50% of annual gross surplus to be contributed to the township for tax relief purposes.

Donald stated that the wording was exactly the same as it was last year.

Donald called the question.

Voted Yes: Howard Chesler, David Dalia, Edward Ernstrom, Donald Kostka, Robert Lefkowitz, Rita Seipp, Peter King

Voted No: Thomas Mazzaccaro, James Sandham

Vote on Resolution (d):

Voted Yes: Howard Chesler, David Dalia, Edward Ernstrom, Donald Kostka, Robert Lefkowitz, James Sandham, Ritz Seipp, Peter King

Voted No: Thomas Mazzaccaro

(e) Resolution to approve the 2010-2013 Capital Budget.

David moved
Edward seconded

Allan suggested, for matters of accounting principles, that the two contingency items on line 234 and 235 be added on to the 2010 Capital Budget.

Robert said that it needed to be tabled and reconsider the last question. David stated that the Budget had been passed.

Edward recommended that they use Howard’s suggestion and have a footnote on the Capital Budget that they were going to expense the two items.

David stated that he would like to amend his motion to add a line item to replace the marquee in 2014 and to just put a number there in the amount of \$5,000.00.

Edward added that in 2011, \$11,000.00 be allocated for the video surveillance of Pio Costa from the main library as there are security issues and there is no staff in this part of the building.

Thomas stated that the \$91,000.00 for the library doors would not be enough to cover the estimate. He said that the \$38,000.00 from the township added to the \$91,000.00, comes to \$129,000.00. He felt that they could be responsible for the architect's estimated price.

Thomas asked Ms. Grossi if they were to go out to bid on the library doors and a contractor was to request a copy of their estimate, would they be obligated to provide it. Ms. Grossi stated that "yes" they would be. She further stated that a bid could be rejected if it were under their estimate; however, they must pick the lowest qualified bidder. She further stated that there could be a legal action for rejecting the bid if they did not have enough money in the budget. Thomas asked if before they go to bid, are they required by law to provide enough money to cover the expected cost of the project. Ms. Grossi stated that they must have enough money in their budget before they go to bid.

Howard suggested that they consider putting in some sort of contingency for the library doors for the year 2011.

David made an amendment to his motion to add \$20,000.00 to the year 2011 for the library doors \$11,000.00 for the video surveillance and \$5,000.00 for the marquee in the year 2014.

James noted that there was a lot of money being spent for the building and the facility but there was not a lot of money being spent in places where he felt money should be spent in order to move this library where it needed to be in five years. He felt the facility cost was significant, even without money being spent on technology.

Peter stated that the building itself is not safe and not fully accessible to the handicapped or the elderly and sometimes you have to invest the money into the facility.

Edward called the question
David seconded

Voted Yes: Howard Chesler, David Dalia, Edward Ernstrom, Donald Kostka, Thomas Mazzaccaro, James Sandham, Ritz Seipp, Peter King

Voted No: Robert Lefkowitz

Vote on Resolution (e), as amended:

Voted Yes: Howard Chesler, David Dalia, Edward Ernstrom, Donald Kostka, Rita Seipp, Peter King,

Voted No: Robert Lefkowitz, James Sandham, Thomas Mazzaccaro

Pass: Thomas Mazzaccaro

(f) Resolution establishing intent to transfer excess funds to the municipality of Montville Twp. in the amount of \$237,022 pending the approval of the State Librarian.

Edward moved
David seconded

Each Board member had the official document from the NJ State Library that must be sent to the State along with all the financials. It needed to be executed by the President and Secretary as well as voted on by the Board Members. A vote was taken.

All were in favor.

The document was executed and turned over to Peter King, Chairman.

(g) Resolution to extend 2009 contract for Domenico Susini for up to 120 days.

Edward moved.

Rita seconded

Discussion: Howard said that there was "0" dollars in the budget for Mr. Susini. The contract states a fee of \$135.00 per class. There are approximately 1-2 classes taught a week.

Vincent asked if he was included in the 2011 Budget.

David made a motion to amend the resolution to read:

"Resolution to extend the 2009 contract for Domenico Susini for up to 120 days at a rate of \$135.00 per session for 32 sessions, for a total of \$4,320.00, to come out of the Contingency line of the budget."

Edward seconded

Allan asked for clarification as to whether the monies should be coming out of Contingency, to which was answered "yes".

Voted Yes: David Dalia, Edward Ernstrom, Peter King

Voted No: Howard Chesler, Donald Kostka, Robert Lefkowitz, Thomas Mazzaccaro, Rita Seipp

Resolution Failed

OLD BUSINESS:

A. Front Door Renovation

Peter noted that there were resolutions on the Township Committee Meeting of March 23, 2010 to go forward with the bid process for the door project. In December a contract was put forth and signed by the library and the township committee that they were going to go forward with the process of going out to bid so that they would know what the cost of the doors would be. Peter stated that in the agreement, the library was going to incur all the costs associated with the bid process since it was going to be handled through Fran Vanderhoff. Since the \$38,000.00 grant money that was awarded to the library was through the state, the library could not go out to bid themselves.

Peter stated that at that meeting, one of the newest Board members announced to the Township Committee that this Board did not approve the resolution for the front door project. Peter stated that based on that, he believed any and all action on the front door project was postponed. Peter further stated that this member had inquired of the Township Committee Legal Department certain questions relating to the Board. He said that he was told that on occasions this member came into the library and asked one of the staff members to provide him with certain information to which that staff member had to go into a storage area to retrieve the said information for him. The Director was in the building at this time and

was not notified of this action. He then sent the information to Fran via e-mail and caused her to be suspicious of some sort of illegal activity. Peter stated he was very concerned and he believed that the Township Committee is not going to take any action on the front door project.

Peter suggested that the Board go out to bid by themselves, using the bid specs that they had obtained two (2) years ago, that was reviewed by their prior attorney and found to be satisfactory and then should the township ever get the money for that project, they would be obligated to return the money to the library. Copies were made of the estimated budget that was given to the Board by the architect and passed out to the Board members. The estimate came to a total of \$127,000.00. Peter had a copy of the bid specs, dated March 2010. Peter also had a copy of the architect's plans.

Peter stated that if the township did not honor their obligation he was uncertain what was going to happen. Peter further stated that a resolution had been passed in January 2010.

Robert stated that no one at the Township Committee who was present at both meetings recalled ever having a vote.

Robert asked Ms. Grossi if the Chairman had the authority to set ground rules for discussion that only don't apply to him, more specifically, the two minute limitation for everyone but himself. Ms. Grossi stated that he is the President of the Board and he is trying to explain a very important document. She further stated that as the President of the Board he controls the meeting.

Peter continued, stating that the Township had a resolution authorizing the agreement with the Montville Township Library Board of Trustees concerning shared funding with a capital improvement project for the purchase and installation of automated doors and construction remodeling of the library's main entrance. He stated that they approved this in January 2010.

He further stated that there was a resolution authorizing the preparation of specifications and solicitation of bids for the new vestibule of the Montville Township Library. He said that they did not take any action on this resolution. But they did approve the agreement which details what is to be done and the need for it and it indicates that the cost would be handled by this library.

Peter stated that if by the next meeting, they have not taken any action on this project, the Board had no other recourse but to handle it themselves.

Peter made a motion to approve the front door improvement project and to authorize the advertisement for bids.

David stated there should be a 48-hour notice for this kind of motion to which Peter stated he believed this only reiterated what was done in January of 2010.

Ms. Grossi agreed that there needed to be a 48-hour notice.

Howard asked of the two town council members why there was a hold-up on this project. James stated that at the town council meeting there was another township committee member who brought to everyone's attention that she never saw a resolution approving the plan itself from the Board. She stated that the project had never been brought to a vote by the library board. The previous motions that were made by the township committee were to obtain grant money and have the certified purchasing officer handle the purchasing process. They were the only two resolutions passed by the Township Committee. Her point was that having served for the last two years on the Library Board, she had not seen the project actually brought forward to a vote and with that she made a motion to table and that passed.

Ms. Grossi stated that there is a letter from the former Director stating that the Board approved the plans. James said that his understanding of the letter was for the approval of the architect's services, not of the plan itself.

David suggested that it be placed on next month's agenda and the plans will be approved then.

B. Township In Kind Service Agreement

Allan stated that it is just a point of information to keep it there. Hopefully next month there will be more information.

Howard made a motion to adjourn
Donald seconded

Donald withdrew his second
David seconded to adjourn

Peter asked if they could continue with New Business. James noted that if the Board did not vote on the Cell Tower item the Library could lose \$50,000.00 in rent.

Voted Yes: Howard Chesler, David Dalia, Edward Ernstrom, Peter King

Voted No: Donald Kostka, Robert Lefkowitz, Thomas Mazzacarro, James Sandham, Rita Seipp

NEW BUSINESS:

A. Cell Tower

Peter stated that this was proposed and the site is in the back of the library. A one hundred and thirty foot tower will be placed on the library's property, next to the high school. Peter stated that he felt it could be a potential accident waiting to happen with the students possibly climbing it or fooling around by it.

James said the township was not in favor of this based on the location and the proximity to the high school, neighbors, etc. However, before the township turned it down they wanted to give it to the library and understand what the library's position would be. They did not believe it was worth the \$20,000.00 rental revenue a year and there are potentially other sites in town. The Board of Education Board said they were not interested in this either.

Ms. Grossi stated that if you vote in favor of this project, when it goes before the Board of Adjustment, they would have an outpouring of people who are wholly opposed to this project. They are not going to want this project in the back yard of the school or in their back yards. Ms. Grossi stated that she believed this was going to be a big project for the township.

When asked, no one on the Board was in favor of pursuing this project.

Howard made a motion to adjourn
Donald seconded

10:37 p.m. Open Session Adjourned

CORRECTIONS TO THE MARCH 8, 2010 OPEN SESSION MEETING:

Timothy Braden was not present for the March 8, 2010 meeting and James Sandham was present for the March 8, 2010 meeting.

Spelling of Donald Kostka was incorrect.

The same corrections apply to the Executive Session Meeting of March 8, 2010, including page 2, the next to the last paragraph, should read "...February 8th...". Not March 8th