

**Montville Township Public Library  
Board of Trustees Meeting  
February 13, 2012  
Montville Township Public Library  
90 Horseneck Road  
Montville, New Jersey 07045**

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**OPEN SESSION**

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>
Mr. Howard Chesler	X	
Mr. David Dalia	X	
Mr. Peter King, Sr.	X	
Mr. Donald Kostka	X	
Mr. Robert Lefkowitz	X	
Ms. Lisa LoBiondo	X	
Mr. Thomas Mazzaccaro		x

<b>Board of Education Representative</b>	<b>Present</b>	<b>Absent</b>
Dr. Paul R. Fried, Superintendent		X
Dr. Beth Godett, Superintendent's Alternate	X	
<b>Mayor's Office Representative</b>		
Mr. Timothy Braden, Mayor	X	
Mr. James Sandham, Mayor's Alternate		X
<b>Board Attorney</b>		
Ann F. Grossi, Esq.	X	

Allan M. Kleiman - Library Director  
Jeanne Ivy – Temporary Board Recording Secretary

**I. Call to Order**

The meeting was called to order by Howard Chesler, Board President, at 7:32 p.m.

**II. Open Public Meetings Act Statement, Pledge of Allegiance and Moment of Silence**

Howard Chesler stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meetings will be tape-recorded. Minutes will be available to the public on the Library's website once they have been officially approved.

**III. Adoption of Minutes**

- A. Adoption of January 9, 2012 Open Session Minutes  
Adoption of January 9, 2012 Reorganization Meeting

Correction of January 9, 2012 Reorganization Meeting Minutes:

Robert Lefkowitz noted that in the January 9, 2012 Reorganization Meeting he did not vote in favor of the resolution to retain the services of the Law Firm of Ann F. Grossi, Esq. for the year 2012.

Howard Chesler made a motion, seconded by Robert Lefkowitz to accept the January 9, 2012 minutes as amended.

Vote: All in favor

#### **IV. Public Comments**

No Public Comments

#### **V. Reports of Officers**

##### **A. President – Howard Chesler**

Howard Chesler said that Thomas Mazzaccaro had to be absent to attend to personal business but that Thomas would examine and sign the checks in the business office this week.

Howard noted that the library is successfully meeting community needs, patrons are satisfied and there are very few complaints.

#### **VI. Report of Board Attorney – Ann F. Grossi, Esq.**

Ann Grossi said that the union negotiating committee met and was at an impasse. They will meet again after the Board Meeting to discuss various issues.

Ann looked at the executive session minutes for February and March 2010 (there was no executive session meeting in January 2010) and found that neither was suitable for disclosure without redaction. She asked for clarification from the Board as to whether they wanted the minutes redacted and then released or just examined in order to determine which are suitable for release and which cannot be released. Generally, if material is not suitable for release then the minutes are not released. If there is an OPRA request then those portions which are not suitable for release can be redacted.

Robert Lefkowitz said that he came to the library today to review those minutes and he would like to discuss them in the executive session tonight.

#### **VII. Committee Reports**

##### **A. Buildings and Grounds - Lisa LoBiondo**

The Buildings and Grounds Committee did not meet this month but plan to meet in early March. Allan Kleiman gave an update on the electronic sign. Butler Sign Company has the construction permit and will start work on Tuesday, February 21.

##### **B. Personnel – Donald Kostka**

The Personnel Committee has received several very good resumes and will begin interviewing candidates for the position of board recording secretary.

##### **C. Patron Services – Peter J. King, Sr.**

No report.

Howard Chesler suggested that the Patron Services Committee think of ways to increase the number of people using the library.

#### **D. Technology – Robert Lefkowitz**

Robert Lefkowitz reported that the Technology Committee met last week and discussed several issues including VoIP (voice over IP), the email server, web site, microphones for recording meetings, paperless meeting initiative, and the police department's comments about Spartech (Spartech provides IT services for the police department).

Allan Kleiman said that it would not be appropriate to discuss the police department's comments regarding Spartech in open session since it might compromise future negotiations or contracts.

#### **VIII. Library Director's Report – Allan Kleiman**

Allan Kleiman asked if the Board wanted individual members to have copies of *Robert's Rules of Order* as specified in the By-Laws. Mayor Braden suggested that it would suffice if the Chairperson had a copy.

Since the By-Laws stipulate that each member have a copy, Robert Lefkowitz made a motion, seconded by Lisa LoBiondo to suspend that requirement for one year.

Vote: All in favor.

#### **IX. Resolutions**

- A. Resolution to approve the check register dated January 1, 2012 to January 31, 2012 in the amount of \$81,615.55 subject to the Treasurer's review of the checks.

Mayor Braden made the motion, seconded by Peter King.

Vote: All in favor.

- B. Resolution for a 60 day extension to retain the services of R.A. Fredericks & Company, LLC and McEnerney, Brady and Company, LLC, in order to obtain the mandated documents.

Mayor Braden made the motion, seconded by Donald Kostka.

Vote: All in favor.

## **X. Old Business**

Howard Chesler made a motion, seconded by Donald Kostka to appoint Robert Lefkowitz as Assistant Treasurer.

Vote: All in favor.

Dr. Godett said that she did not receive a copy of the Township Ordinance that she requested at the last meeting, regarding operating a business on Township property.

Robert Lefkowitz said that the Library website needs updating. Allan Kleiman said he will work with Alexa Metrick and do a page by page review to make sure it is current. Robert asked Allan about possible grants. Allan said he is looking into Ezra Jack Keats grants specifically for children's programming and other grants for staff training as well as some NJ companies that provide grants.

Robert Lefkowitz asked if the Buildings and Grounds Committee had any news to report about solar energy. Lisa LoBiondo replied that the committee will have information about this at the next meeting.

## **XI. New Business**

None.

## **XII. Executive Session**

**WHEREAS**, the Open Public Meetings Act 1975, Chapter 231 permits the exclusion of the public for a meeting in certain circumstances; and

**WHEREAS**, the Board of Trustees is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Board of Trustees wishes to discuss issues dealing with personnel issues, negotiations, and Executive Session minutes, and

**WHEREAS**, the minutes be kept once the matter involving confidentiality of the above no longer requires confidentiality the minutes to be made public.

**NOW, THEREFORE**, being resolved by the Board of Trustees, the Montville Township Public Library that the public be excluded from this meeting.

Howard Chesler made a motion that the Library Board go into Executive Session at 8:00 p.m.

Vote: All in favor.

8:28 p.m. Open Session reconvened.

### **XIII. Adoption of Minutes**

#### **A. Adoption of the January 9, 2012 Executive Session Minutes**

Howard Chesler made a motion to adopt the Executive Session Minutes.

Vote: All in favor.

Robert Lefkowitz made a motion, seconded by Lisa LoBiondo to release the February and March 2010 Executive Session Minutes.

Vote:

Yes: Robert Lefkowitz

No: Timothy Braden, David Dalia, Peter King, Sr., Donald Kostka, Lisa LoBiondo, Howard Chesler

Robert Lefkowitz made a motion, seconded by Mayor Braden that copies (either electronic or paper) of the Executive Session Minutes be made available to any current Trustee upon request.

Vote:

Yes: Timothy Braden, Beth Godett, Donald Kostka, Robert Lefkowitz, Lisa LoBiondo

No: David Dalia, Peter King, Sr., Howard Chesler

Howard Chesler reminded the Board members that they should ask the Board President before they use attorney time.

Mayor Braden asked about the cost for the attorney to read and evaluate the executive session minutes to determine which are suitable for release. Ann Grossi said it took about 15 minutes to read the February and March 2010 executive session minutes. Ann will try to review an additional six to nine executive session minutes by the next board meeting and will report on how long the process took.

### **XIV. Adjournment**

Howard Chesler made a motion to adjourn.

Vote: All in favor.

Open Session adjourned at 8:40 p.m.