

**Montville Township Public Library
Board of Trustees Meeting
June 11, 2012
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

TITLE	NAME	AYE	NAY	ABSENT	ABSTAIN
Mayor	Mr. Braden	X			
Mayor's Alt.	Mr. Sandham			X	
Board Member	Mr. Dalia			X	
Board Member	Mr. King			X	
Board Member	Mr. Kostka	X			
Board Member	Mr. Lefkowitz	X			
Board Member	Ms. LoBiondo	X			
Board Member	Mr. Mazzaccaro	X			
Board Member	Mr. Chesler	X			
Superintendent	Dr. Fried			X	
Superintendent Alt.					

Allan M. Kleiman - Library Director
Ann F. Grossi - Board Attorney
Cynthia Oravits, Board Recording Secretary

I. Call to Order

The meeting was called to order by Howard Chesler, Board President at 7:30 p.m.

II. Open Public Meetings Act Statement

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. Pledge of Allegiance and Moment of Silence

IV. Adoption of Minutes

A. Adoption of May 14, 2012 Open Session Minutes

Howard Chesler asked for a motion to accept the Minutes. Mr. Lefkowitz recommended the correction of a typographical error on Page 1, Section 4A. Mayor Braden made the motion, Mr. Mazzaccaro seconded.

Vote: All in favor

V. Public Comments

Howard Chesler opened this portion of the meeting to the public for comment. Having no one come forward, he closed this portion of the meeting.

VI. Reports of Officers

No Reports

VII. Report of Board Attorney - Ann F. Grossi, Esq.

Ms. Grossi indicated that Litigation and Contracts will be discussed in Closed Session.

VIII. Committee Reports

A. Finance - Thomas Mazzaccaro reported that our request to the State Library to return money to the Township, the Resolution of Intent to Transfer, has been approved \$396,157. He would like to make a motion to break that into three payments –a double payment to be made of \$198,079 sometime within the next few days, and then quarterly payments on September 1 and December 1 of \$99,039 each.

B. Buildings and Grounds – Lisa LoBiondo asked if Allan Kleiman had any information on the Space Planner. Allan confirmed that he has been in contact with him, and needs to know whether the Board prefers that the Buildings and Grounds Committee meet with him, or if he should meet with the entire board in July. Howard recommended the first meeting with him should be with Buildings and Grounds. Robert Lefkowitz asked if Buildings and Grounds will be giving him direction and recommended having the meeting with the entire board.

B. Personnel – Donald Kostka had no report, however, between tonight and the next meeting a Committee meeting will be scheduled by Allan

IX. Library Director's Report - Allan Kleiman deferred to Tom Mazzaccaro to discuss the damage done to the sign. It was brought to Tom's attention that while mowing the lawn (which is done by a private contractor) the electronic sign in front of the building was hit and damaged. However, it appears that the sign has been repaired, at least painted. The contractor claims there are only scratches, but there are still visible gouges and dents. Tom said the DPW will remove the panel and repair it. It was recommended that some type of landscaping be done around the sign to prevent this from happening again. Ann recommended photos be taken of the damages and Allan said he already has them.

Howard asked Allan about closing for the school graduations and for the 4th of July. Allen reported that when the school used their parking lot for a DUI reenactment a few weeks ago, the principal spoke to him about parking for the students and some teachers. The library gave them spaces and it turned out to be a disaster because everybody came to park in the lot. On the Friday of that same week, the school held their awards ceremonies and parents also parked in the lot, causing problems again. Allan feels the lot will also be full during the graduations and said this is an issue every year. He said last year the Library remained open, but the lot was full. People would be coming to park for the graduations between 5-5:30. Allan said the library is at the mercy of the school – every time the school has an event, the library ends up closing. Howard asked for a motion to have early closing for the graduations on June 20 and 21. Allan said he

thought they would be notified by the school regarding their events, but there is no cooperation. He recommended that a representative come to this Board's meeting to discuss this further. Robert Lefkowitz recommended since the high school is our neighbor, we should request the high school principal be the representative. It was further recommended that the principal could assign their own representative to come before this board.

X. Resolutions/Motions

- A. Resolution to accept the check register dated May 1 – May 31, 2012 in the amount of \$42,123.83. Tom Mazzaccaro made a motion to approve, and Robert Lefkowitz seconded. Roll call vote: All in favor.
- B. Resolution to accept the resignation of Gillian Otto, part-time Library Assistant, effective June 2, 2012. Mr. Chesler made a motion to approve, and Robert Lefkowitz seconded. Roll call vote: All in favor.
- C. Resolution to close the Library on Friday, June 29th, 2012 at 4pm; Saturday, June 30th, all day due to the Township's 4th of July celebration; and close on June 20 and 21st at 5:00 pm for the school graduations. Mr. Chesler made a motion to approve, and Robert Lefkowitz seconded. Roll call vote: All in favor.
- D. Resolution regarding the approval from the NJ State Library Resolution of Intent to Transfer in the amount of \$396,157, thereby remitting \$198,079 to Montville Township by June 15, 2012, remitting \$99,039 on September 1 and \$99,039 on December 1, 2012. Mr. Mazzaccaro made a motion, seconded by Mr. Lefkowitz. Roll call vote: All in favor.

XI: Old Business

Robert Lefkowitz spoke about the high school and middle school's installation of solar panels. Lisa LoBiondo said they are looking into this for the library. Ann Grossi made the recommendation of contacting the County through their Solar Initiative, and she will get the information.

XII. New Business

Mayor Braden commented on the San Gennaro Festival that Unico is proposing to be held September 13-September 16. They want to access the rear property through the Library, and he was approached to see if the library board had any concerns about this situation. Howard said we would like the Explorers and a police officer present in order to control the parking. The Mayor feels few people will park because the festival is so far away.

XIII. Public Comments

Howard opened this portion of the meeting to the public. Having no one come forward, he closed this portion of the meeting.

XIV. 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, Unions and Litigation; and

WHEREAS, once the matter involving confidentiality of the above no longer require confidentiality, the minutes shall be made public.

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

Howard Chesler made a motion, seconded by Donald Kostka that the Library Board go into Executive Session at 7:53 p.m.

Vote: All in favor.

8:25 p.m. Open Session reconvened

XV. Adoption of Executive Session Minutes

A. Mayor Braden made a motion, seconded by Tom Mazzaccaro to adopt the May 14, 2012 Executive Session Minutes.

Vote: – All in favor - Don Kostka abstained

XVI. Motions

A. Howard Chesler made a motion to hire Joseph Gasparro as Adult Services Reference Librarian, subject to the Personnel Committee's briefing.

Vote: All in favor

XVII. Adjournment

Tom Mazzaccaro made a motion, seconded by Don Kostka to adjourn.

Vote: All in favor

Open Session adjourned at 8:30 p.m.