

**Montville Township Public Library
Board of Trustees Meeting
August 12, 2013
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045**

OPEN SESSION

PRESENT:

Dave Dalia
Robert Donohue – *Arrived 7:40 p.m.*
Peter King
Robert Lefkowitz
Lisa LoBiondo
Tom Mazzaccaro
Howard Chesler
Ann Grossi
Allan Kleiman
Cynthia Oravits

ABSENT:

Mayor Braden
Dr. Shorter

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 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. Peter King made a motion to approve the July 8, 2013 Regular Session Minutes, and Tom Mazzaccaro seconded – motion carried upon the following roll call vote: Ayes: Mr. Dalia, Mr. King and Mr. Mazzaccaro; Abstain: Mr. Lefkowitz, Ms. LoBiondo and Mr. Chesler.

V. Public Comments

Howard 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

A. President

1. Board Attorney: Ann Grossi will be checking to see if she will be allowed to continue as Board Attorney upon her election for County Clerk in November. Howard recommended that RFP's be prepared to get others who may be available to fill this position if Ann won't be able to continue. Ann recommended that a new attorney should have background experience in both labor and library law.
2. San Gennaro Festival - Howard reported that the San Gennaro Festival is being held on September 5-8, 2013 will not affect the library at all.
3. September Meeting Date rescheduled to September 16 – Howard stated that Allan recommended the meeting be moved from September 9 to September 16 because of the Labor Day and Jewish holidays.

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

Ann Grossi indicated that contract negotiations will be discussed in Executive Session.

VII. Committee Reports

Finance: Tom said two proposals have been received for Library QPA, and for someone to help develop their purchasing manual and to assist in the development of its procedures to be compliant with the public purchasing law. Shawn Canning, Mt. Olive Administrator and QPA submitted a proposal of \$3,750/year, retainer, then a fee of \$75.00/hour thereafter. The second proposal was from Fran Vanderhoof, former CFO of the Township of Montville, with a flat rate of \$30.00/hour.

Buildings & Grounds: Peter stated that the solar panel project seems to be in "limbo" because of complications within the Morris County Improvement Authority. Ann added that this project should be done "eventually". Because of this delay, Peter said it interferes with the planned paving of the parking lot.

Peter also spoke about the front entrance painting and feels it should be completed by the end of this year.

Personnel: Discussion will occur in Executive session.

Patron Services: Robert Donohue said they met to go over the meeting room policy and patron code behavior policy and it must now be reviewed by the Library Attorney. Regarding Smoking, they are waiting to hear back from the Mayor and what the Township decides. Allan said the

Mayor and Township committee discussed this, and said there would need to be a compromise with all municipal building. Currently, smoking is allowed outside of the library.

Technology: Website: Robert Lefkowitz offered to show the board his sample website at *library.letsinvite.com*. He would like to present a proposal to ban the viewing of pornography and genitalia in this library. Robert's intention is to prohibit children from seeing these things. Howard recommended setting up a place in this library in order for people to view certain items where others couldn't see.

IX. Library Director's Report –

Allan said everyone who registers for a library card is given a form to complete and is placed on the library's e-mail list. They have over 500 names and their goal is 750. The library is also participating with the other M.A.I.N. libraries within the County in the Passport to Imagination Program, where prizes such as an I-Pad Mini, Kindle and Nook are awarded. After Tom asked about the RFID project, Allan said everything is on schedule and they still have time (four or five months) to purchase new machines. 10-15% of the items are now tagged, as well as all "new" items and DVD's. They have been concentrating on the items most likely to be stolen.

Allan also spoke about the "Virtual Library" (downloadable e-books, audio books, music and film.

X. Resolutions/Motions

- A. Resolution to accept the check register dated July 1-31, 2013 in the amount of \$55,015.42** – Tom made a motion to approve the resolution, seconded by Peter King. Motion carried upon the following roll call vote: Aye: Mr. Dalia, Mr. Donohue, Mr. King, Mr. Lefkowitz, Ms. LoBiondo, Mr. Mazzaccaro and Mr. Chesler.
- B. Resolution to hire Fran Vanderhoof pending a formal contract for the balance of 2013 at the rate of \$30.00/hour** – Tom made a motion to approve the resolution, seconded by Lisa – Motion carried upon the following roll call vote: Aye: Mr. Dalia, Mr. Donohue, Mr. King, Mr. Lefkowitz, Ms. LoBiondo, Mr. Mazzaccaro and Mr. Chesler

XI: Old Business - None

XII. New Business

"The Montville Public Library is a family environment and will not permit use of our computers for viewing women's breasts or any genitalia. Patrons will be warned once if this policy is violated and upon the second violation will be required to leave the library. Said person's library privileges will be suspended for 30 days and will not be permitted inside the library during that period without the permission of the library director."

Discussion included the issue of viewing pornography as opposed to viewing "medical" information. Robert's intention is to prevent children from seeing these things. Howard recommended setting up a place in the library in order for people to view certain items away from others. Allan stated that his staff should not be held responsible for enforcing this rule and the

staff members should not have to look at the screens, which could be offensive to them. The board discussed purchasing privacy panels to prevent others from seeing what's on the individual monitors.

Dave made a motion to purchase personal privacy screens for all patron monitors up to \$2,000. Lisa seconded the motion. Dave amended his motion to purchase the screens in the amount of \$125/per monitor. Lisa seconded – motion carried upon the following roll call vote: Aye: King, Lefkowitz, LoBiondo, Mazzaccaro and Chesler.

Peter King spoke about the solar panel project interfering with the parking lot paving and will contact the Mayor to get his views.

Howard asked Allan to talk to the mayor about the parking lot's use when children are being picked up from school.

XIII. Public Comments - None

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 and Contract Negotiations; 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.

XV. Adoption of Executive Session Minutes

A. Tom Mazzaccaro made a motion, seconded by Robert Donohue to adopt the July 8, 2013 Executive Session Minutes.

Vote: – All in favor

XVI. Motions

Howard made a motion to change the date of the next Board of Trustees meeting to September 16. Lisa seconded the motion. Vote: All in favor

XVII. Adjournment