



# Raritan Public Library

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January 17<sup>th</sup>, 2019

The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:00 pm by K. Seifert-Ethier, Board President. K. Seifert-Ethier read a statement that the meeting was duly publicized (including notices which were sent to the Courier News and the Star Ledger) and that the meeting was called pursuant to provisions from the Open Public Meeting Law.

MEMBERS PRESENT: K. Seifert-Ethier, J. Fidacaro, B. Doorly, A. Goetsch, U. Agrawal, D. Esposito, A. M. Mead, B/R School Rep, M.P. Gausz (7:30 pm) and M. Paese, Director.

At 7:01pm, Eric Colvin swore in A. M. Mead as BOE Representative to the Board and D. Esposito and J. Fidacaro as Library Trustees.

K. Seifert-Ethier led the flag salute.

#### ELECTION OF OFFICERS:

**President: Konstanze. Seifert-Ethier:** A.M. Mead made a motion to elect K. Seifert-Ethier as President to the Board, J. Fidacaro seconded the motion and the roll call was unanimous.

**Vice-President: J. Fidacaro:** A. Goetsch made a motion to nominate J. Fidacaro as Vice-President, A. M. Mead seconded the motion and the roll call was unanimous.

**Secretary: Adele Goetsch:** J. Fidacaro made a motion to elect A. Goetsch as Secretary, A.M. Mead seconded the motion and the roll call was unanimous.

**Treasurer: B. Doorly:** D. Esposito made a motion to nominate B. Doorly as Treasurer, J. Fidacaro seconded and the roll call was unanimous.

MINUTES: A. M. Mead made a motion to accept the minutes from the December 20th, 2018 Board Meeting, D. Esposito seconded the motion. The roll call was unanimous.

TREASURER'S REPORT: A.M. Mead made a motion to approve the January bills with an expense line amendment on bill report (change from camera to desk), A. Goetsch seconded and the roll call was unanimous.

EXECUTIVE SESSION: At 7:15 pm, a motion was made by D. Esposito and seconded by J. Fidacaro to enter executive session to discuss a request made by a Library employee to change the full-time Children's Librarian position into two part-time positions.

At 7:21 pm, the Trustees returned to regular session. A decision had been made to keep the position as full-time.

#### DIRECTOR'S REPORT:

- The Raritan Police Department will be presenting an Active Training Course to staff.
- The Library had to permanently ban the disruptive individual whose privileges were previously suspended last summer. The Raritan Police escorted him off the premises for

threats and abusive language. Recommended by the Library's attorney, a certified letter regarding the ban was mailed to this person and the Police also hand delivered a copy to him.

- A security camera was installed in the audio/classic room. R. Wales set up our staff computers so the employees can view this room as well as the outside camera views in real time.
- The Library ordered a button maker and a 3-D printer.
- The Director reviewed 2018 hoopla stats and last month's Library's website statistics.
- R. Wales is training the staff to better serve the patrons with computer issues.
- The Director reported on the Barnes & Noble Book Fair held in December.
- Three extended weekend holiday closings were discussed: Easter, Labor Day, and Thanksgiving. D. Esposito made a motion to approve the extensions, A. Goetsch seconded the motion and the roll call was unanimous.

Upcoming Programs/Events:

Thursday, February 7<sup>th</sup>: Uncle Floyd Vivino Comedy Night

Tuesday, February 12<sup>th</sup>: Matinee and evening showing of Unbroken: Path to Redemption

Thursday, February 28<sup>th</sup>: Air Plant Terrarium Class with Michele Liana

**PRESIDENT'S REPORT:** The Board President suggested that all Trustees introduce themselves to newest member Mary Pat Gausz and welcomed her to the Board. Board sub-committees were discussed. A decision was made to keep the Personnel Committee and the Finance Committee. Other committees will be re-created as needed. The Personnel Committee would be comprised of J. Fidacaro, A. Goetsch, and M. P. Gausz. The Finance Committee would be B. Doorly, A. M. Mead, and U. Agrawal. The Trustees agreed to be members of the NJLTA.

**COMMITTEE REPORTS:** None

**OLD BUSINESS:** Board members will be sent the Strategic Plan spreadsheets. The Trustees should look them over and return any comments to K. Seifert-Ethier. The Board will discuss the work plan at the next meeting. Suzan Globus will write up the main document.

**NEW BUSINESS:** The 2019 calendar of Board Meetings was approved.

**RESOLUTIONS:**

**2019-01-001:** Library CPA: A motion was made by D. Esposito and seconded by J. Fidacaro to retain the services of Nisivoccia, LLP for \$5,600 from 1/1/19 through 12/31/19.

The Board all agreed except M. P. Gausz, who abstained.

**2019-01-002:** Library Attorney: A motion was made by A. M. Mead and seconded by A. Goetsch to retain the services of Attorney, Scott Smith for \$165 per hour from 1/1/19 through 12/31/19. The Board all agreed except M. P. Gausz, who abstained.

**PUBLIC COMMENTS:** None

**ADJOURNMENT:** J. Fidacaro made a motion to end the meeting at 8:30 pm, A. M. Mead seconded and the Board unanimously agreed. The next Board of Trustees Meeting will be held at the Library on Thursday, February 21<sup>st</sup> 2019 at 7:00 pm in the Library.