

Board Meeting of the Trustees

Meeting Date: Thursday, March 15, 2018 Meeting Time: 6:30 pm Location: Meeting Room

- I. Call to Order at 6:30 pm.
- II. Open Public Meetings Act – read by Jim Whyte
 - a. **Let the minutes reflect that, in compliance with the Open Public Meetings Act, notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times and redbankgreen and by placing a notice on the bulletin board at the Library and Borough Hall and filing same with the Borough Clerk on January 1, 2018.**
- III. Roll Call - In attendance: Stephanie Albanese, Ann Ciabattoni, Stephen Hecht, Grace Sapphire, Sara Siegler, Sue Viscomi, Jim Whyte. Ann Goldman arrived at 6:34 pm. Not in attendance: Kathy Horgan, Mayor Menna, Jared Ramage, JT Pierson. Staff attending: Elizabeth McDermott, Candyce Valor
- IV. Approve Meeting Minutes
 - a. February Board Meeting. Moved by Grace and seconded by Sara. Motion carried. Abstention – Ann Goldman.
 - b. February Executive Session Minutes. Moved by Sara and seconded by Stephanie. Motion carried. Abstention – Ann Goldman.
 - c. Approve January Executive Session Minutes. Moved by Sara and seconded by Steve. Motion carried. Abstention – Stephanie Albanese and Grace Sapphire.
- V. Treasurer’s Report – no report
- VI. Director’s Report
 - a. Polling Station – RBPL was visited and approved by Election Commission as an election polling location. The Eisner Room will be used for this purpose. As this is normally a staff holiday, the calendar will need to be revised and approved to keep the building open. This will be considered a regular business day at the library. Will use the opportunity to promote the library and its programs and services.
 - b. Carpet Replacement – Several companies have been in to price replacing the carpet in the building. Cliff Keen, DPW will be also be here to evaluate damage to the floors from the last few storms. Newly stained ceiling tiles indicate a roof leak between original building and addition. Once again the elevator took on water during the recent nor’easters on March 2 and 7. Cliff will be assessing damages and repairs for insurance We will also be looking at the State Construction Bond funding to see if these repairs qualify for funding.
 - c. Computer equipment donation – a hardware vendor has been chosen and the donor has agreed to help fund Microsoft Office licenses for the new workstations.
 - d. All four of the benches the foot of the Library property by the river have been spoken for with memorial inscriptions on each. The Borough will now order them and arrange for installation. The Environmental Commission has been interested in looking at improvements to the back yard. Muralists are being interviewed to paint the side walls by the Children’s Room and Meeting Rooms – with a theme of “discovery and the environment” as part of the Borden Foundation funding.

- e. Financial Materials and Circulation Stats in packets
 - f. Staff Monthly (February 2018) reports in packets
 - g. Cliff Keen will also be walking Riverside Gardens to look at locations for the Storywalk installation throughout the park.
 - h. Elizabeth met with Mark Foreman. He is the developer of the two lots to the west of the library and wanted to introduce himself before work got underway.
 - i. Wireless printing is now possible in the library for patrons without having to be on the network. Thank you to Candyce and other staff members for getting this new service working.
- VII. President's Report – Jim has been on site to see how the library was faring during the recent storms. The drainage system which directs water runoff onto the flat roof of the addition appears to be overwhelmed during heavy storms and water is leaking inside the building as noted above.
- VIII. Committee Reports:
- a. Personnel – Met twice since last board meeting (March 8 and 13). The first was in reference to a contract. The meeting on the 13th was regarding a Personnel issue. Both discussed during Executive Session.
 - b. Buildings & Grounds – Meeting scheduled for March 27 at 6:30 pm.
 - c. Finance – no meeting.
- IX. Friends Report - nothing to report.
- X. Foundation Report – March meeting rescheduled for March 27 at 6:30 pm.
- XI. New Business
- a. Move to approve Salary Resolution 2018-01. Moved by Stephanie and seconded by Sue.
 - b. Approve Library to stay open on Election Day (11/6/2018). Moved by Ann C. and seconded by Sara. Motion carried.
- XII. Public Portion – no public present
- XIII. Executive Session for Personnel Discussion – moved to go into Executive Session by Steve and seconded by Sue. All present voted yes. Motion carried.
- XIV. Return from Executive Session for vote on personnel resolution 2018-02 – Library Director Salary. Moved by Steve and seconded by Sara. All present voted yes. Motion carried. *Note – see additional digital vote taken for Director's Employment Contract attached here.
- XV. Adjournment – moved to adjourn at 7:30 by Stephanie and seconded by Sue.

Respectfully submitted,

Ann Ciabattoni