



The meeting of the Board of Trustees of the Middletown Township Public Library was held on April 19, 2017 at the Middletown Main Library. At 7:03 pm Ms. LaTona opened the meeting in compliance with the Open Public Meetings Act with Roll Call.

**Present:**

<input checked="" type="checkbox"/> Perry	<input type="checkbox"/> Vitkansas	<input checked="" type="checkbox"/> Siwiec	<input checked="" type="checkbox"/> Smith
<input type="checkbox"/> Bucco	<input checked="" type="checkbox"/> VanNest	<input type="checkbox"/> Fox	<input checked="" type="checkbox"/> Berson
<input checked="" type="checkbox"/> Lucchese			

**Absent:** Fox, Bucco and Vitkansas

Also in attendance: Armen McOmbler, McOmbler & McOmbler, Director, Kim Rinaldi, Secretary, Wendy LaTona and Finance Clerk, Margaret Anthony

**Salute to the Flag**

Since there was no public present, Ms. LaTona proceeded with the meeting agenda, granted by Mr. Perry.

**Approval of March Minutes:**

Mr. Perry motioned to accept the Regular Session minutes as well as the Executive Session minutes, seconded by Ms. Berson and carried unanimously with an abstention from Mr. VanNest

**Financials:**

Mr. VanNest asked if the figures on the financial statement reflect the true reserves available. Kim confirmed that the numbers on the statement reflect the actual balance of the reserves account as of the statement date.

Ms. Anthony informed the Board that the Hampton Tel bill was reduced by \$20.00

Mr. Perry requested the frequency of the Museum Passes to date. Ms. Rinaldi will bring those stats to the next meeting. Ms. Rinaldi added - the American Natural History Museum & Jenkinson passes are discounted tickets sold to the patrons and replenished through the #267 account.

Mr. McOmbler notified the Board that the library was billed incorrectly in the amount of \$105.00 on its monthly fees. A credit will be issued to the library in the amount of \$105.00

After discussion, Mr. Perry motioned to accept the 2017 Voucher List, along with the 2017 Overview Checks, Financial Report as of 3/31/17 and Statement of Financial Assets as of 4/1/17 reflecting the amendment of the legal fees in the amount of \$105.00, seconded by Ms. Berson and carried unanimously by roll call vote.

**Correspondence:** - Thank you note submitted to Ellie & her Staff in the Children's department. Email from Janet Dellett, Director of Parks & Recreation sent a picture of her son who participated in Makers Day and made a Merlin Magic ball. Ms. LaTona & Ms. Anthony assisted in that portion of the

event and felt it was a great project to do with the kids.

**President's Report:**

**Strategic Planning Sub Committee members** will be: Ms. Berson, Mr. Bucco, Mr. Lucchese, Mr. Perry and Ms. Rinaldi. Will try to meet before the next May Board meeting.

**Financial Disclosure Forms** are due April 30, 2017 and all Library Board members. Mr. Lucchese put a call into Ms. Brunt regarding some questions regarding the information needed for the disclosure forms.

No reports from the Finance or Personnel Committees.

**Director's Report:** (as submitted – see attached).

- Phone system was restored and the repairs should last a few years until the new town hall is built.

- Energy providers we as a township building are included in their bid for energy suppliers. They go through the NJSEM. They work with municipalities to see who gives the best costs from energy providers. If we wanted to change that we would need to speak with Tony Mercantante, the Township Administrator. Mr. Perry feels since there are some outstanding issues with JCP&L, the Township most likely will not move on any changes right now. Mr. VanNest said we should go ahead see what the costs would be to make some energy efficient changes. Ms. Rinaldi advised the Board at the end of the year, we will look at the building maintenance repairs and see if there are funds to be used towards changing the existing lights that are out to LEDS

-1K before kindergarten – 1,000 books before they entered 290 register 36,000 books 10 children have already reached the goal before they have entered kindergarten. Their prize is a tour of the library and a picture in the Director's chair!

**New Business:**

**Resolution 2017-17 – to be discussed in Executive Session re: John, Driscoll –RICED**

**Resolution 2017-18-**

Recommendation to hire Four Seasons, lowest bidder at 5,090.00 for the library's landscaping needs. Mr. VanNest suggested that perhaps the FRIENDS would be willing to contribute with the cost of this line item in the budget since we are still paying for items out of reserves. Mr. Perry said he had a moment to discuss with Ms. Rinaldi and has an understanding of her vision for the FRIENDS funds and therefore suggested to table Resolution 2017-18 until a discussion with Ted Maloney, himself, Mr. VanNest and Kim took place to see who could take over these responsibilities. Mr. Perry then motioned to table Resolution 2017-18- until the May meeting, seconded by Mr. VanNest and carried unanimously by roll call vote.

**No Public Session**

At 8:26pm Mr. Perry executed the Executive Session Resolution, seconded by Mr. VanNest and carried unanimously by roll call vote for the Board to enter into Executive Session for no more than 30 minutes and action may be taken upon returning to Regular Session.

At 8:53pm the Board of Trustees returned to Regular Session at which time Mr. Perry motioned to accept Resolution 2017-17 to hire John Driscoll as a full-time building maintenance worker 40 hours per week starting April 31<sup>st</sup> (starting pay period) at an amended hourly salary of \$17.00 per hour, seconded by Mr. Lucchese and carried unanimously by roll call vote.

**For the Good of the Order:**

Mr. Perry: Kim and I had a great meeting with Township Administrator Tony Mercantante and new IT Director Joe Fagiarone. The meeting mostly consisted of the new Town hall and discussions on how the library will be incorporated into their new phone system. Since the library was informed of this information, the library had the phones repaired but refrained from any major alterations to the system, as it would be in the libraries best interest to wait and piggy back on the Township's new phone system when the new town hall is built. Mr. Perry also reported that he tested the new 3D printer with Megan and expressed that it was a great addition to the library for the children to experience.

Mr. Siwec – Nothing to Add

Mr. Smith – Nothing to Add

Mr. VanNest – Updated the Board on the new Town hall – that the Township is investigating getting its own hardware networking system and the library would be a part of that project as well. Mr. VanNest wanted the Board to understand his position on costs, cuts, and layoffs. He apologized for how strong he came on in Executive Session to the Board regarding Mr. Driscoll's new hourly rate. He reiterated that he has no ill feelings towards Mr. Driscoll or the proposed salary however, since the library is currently still dipping into our reserves to meet its budget, it is important to be fiscally responsible when making decisions regarding salaries and other major financial decisions. Mr. VanNest explained how when he first came to the Township that he experienced and witnessed layoffs and he would like to avoid that circumstance happening to the library and its staff.

Ms. Berson – Nothing to Add

Mr. Lucchese – Nothing to Add

Mr. Perry motioned to adjourn at 9:00pm, seconded by Ms. Berson and carried unanimously.

Respectfully Submitted,

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Tara Berson  
Board Secretary  
May 17, 2017