



The meeting of the Board of Trustees of the Middletown Township Public Library was held on December 14, 2016 at the Middletown Main Library. At 7:00 pm, Ms. LaTona opened the meeting in compliance with the Open Public Meetings Act with Roll Call.

**Present:**

  X Monaghan              X Nelsen        X Siwiec              X Vitkansas        X Fox  
  X VanNest              X Berson      \_\_\_ Smith              X Perry

**Absent:** Siwiec,

Also in attendance:   X Tom Warren      X Kim Rinaldi      X Wendy LaTona

**Salute to the Flag**

**Public Session –None**

**Approval of October Regular Session Minutes:** Ms. Berson motioned to accept the Regular Session minutes as submitted, seconded by Mr. Nelsen and carried unanimously with abstentions from Mr. Siwiec, and Vitkansas who were not in attendance at the October meeting.

Let the minutes reflect that due to the absence of a quorum, there was no November 15, 2016 meeting held at the Middletown Township Public Library.

**Financials:**

Mr. Perry motioned to accept all the financials as submitted including the 2016 Voucher lists, Overview 2016 Checks as well as the Financial Reports including 10/31/16 and 11/30/16 as well at the Statement of Financial Assets dated 11/1/16 and 12/1/16, seconded by Ms. Berson and carried unanimously by roll call vote.

**Correspondence:**

-Requests from Full-time to Part-time submitted by Sheila Algava and Kristen North were received and were moved for discussion in Executive Session.

**President, Finance or Personnel Committees Report: None**

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

**New Business:**

**Resoluiton 2016-35** – made by Mr. Nelsen and seconded by Ms. Berson to appointment Margaret Anthony as the new Principal Account Clerk in the Administration office of the library at a salary of \$42,374 effective November 29, 2016 was carried unanimously by roll call vote.

**Resolution 2016-36** was made by Mr. Siwiec and seconded by Ms. Berson to close the library on Sundays during summer months from Memorial Day to Labor Day in 2017 was carried unanimously by roll call vote.

**Resolution 2016-37** –made by Ms. Berson and seconded by Mr. Nelsen to hire Nicole Perez as a Library Associate with a schedule of 17.5 hours per week and an hourly rate of \$23.05 per hour (\$21,002.80 annually) effective December 12, 2016 carried unanimously by roll call vote.

**Resolution 2016** – made by Ms. Berson and seconded by Mr. Perry to promote Ebony Reeves from a Senior Library Assistant to a Library Associate with a schedule of 17.5 hours per week and an hourly rate of \$23.05 per hour (\$21,002.80 annually) effective December 12, 2016 carried unanimously by roll call vote.

At 8:02pm Mr. Monaghan initiated the Executive Session Resolution to discuss the grievance/settlement as well as other personnel matters. It was seconded by the Board and carried unanimously.

At 8:12pm the Board re-entered into Regular Session and the following Resolutions were made:

**Resolution 2016-39** was made by Mr. Siwiec to award Ms. Wianecki and Ms. Bordner a one-time stipend of \$2,000 each for going above and beyond during the transition to train staff on the new work flow and for locating additional savings in the operating costs of the department, saving the library an additional \$33,000 in the budget, seconded by Mr. Vitkansas and carried unanimously by roll call vote.

**Resolution 2016-40** – was made by Mr. Perry and seconded by Mr. Siwiec to increase Mr. Skebeck and Mr. Fonseca's current salaries by 3% effective January 1, 2017, carried unanimously by roll call vote.

**Resolution 2016-41** was made by Mr. VanNest and seconded by Mr. Perry to increase Ms. LaTona's salary by 3% to a base salary of \$65,775 effective January 1, 2017, carried unanimously by roll call vote.

**Resolution 2016-42** was made by Mr. Perry and seconded by Ms. Berson to increase Ms. Rinaldi's salary by #5 to a base salary of \$100,785 effective January 1, 2017, carried unanimously by roll call vote.

**Public Session: None**

**For the Good of the Order:**

-Mr. Monaghan-thanked everyone for their hard work and service to the Library

-Mr. Perry echoed his sentiments and wished everyone a Merry Christmas!

-Mr. Vitkansas said he was looking forward to an exciting 2017!

-Mr. Siwiec asked about the 3D printers at the library and Ms. Rinaldi responded the new Media Lab will be receiving a 3D printer in 2017

-Mr. Nelsen was pleased to see that people do write letters about the staff and how the customer service at the Middletown Township Public Library is one of such excellence. He then wished everyone a Happy Holiday!

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-Ms. Fox –expressed concern about the upcoming budget issues for the library but was confident that the Board members would work together to overcome them.

-Ms. Berson –Wished all a Happy Holiday!

-Mr. VanNest –Wished everyone Happy a Holiday!

At 9:16pm, Mr. Perry motioned to adjourn, seconded by Mr. Siwiec and carried unanimously

Respectfully Submitted,

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Mr. Vitkansas  
Board Secretary  
December 14, 2016