



**Middletown Township Public Library  
Board of Trustees  
Special Board Session Minutes  
April 22, 2015**

The Special meeting of the Board of Trustees of the Middletown Township Public Library was held on April 22, 2015 at the Middletown Main Library Administrative Conference room. Vice President Berson opened the meeting in compliance with the Open Public Law Act at 7:03 p.m. with roll call. Meeting was held to pass resolutions needed for the library to continue normal business operations. Mr. Vitkansas served as Pro-Temp Secretary in the absence of Mr. Siwiec.

**Present:**

Siebert      Nelsen      Siwiec      Vitkansas      Berson  
 Murray      Altobello      Monaghan      Breen

**Also in attendance:**  Armen McOmber      Kim Rinaldi      Wendy LaTona

**Pledge of Allegiance**

**Public:** No public present

**Financials:** Mr. Nelsen motioned to accept the financials as submitted including the 2015 Voucher List, Overview Checks, Financial Report as of 3/31/15, and Statement of Financial Assets of 4/1/15, seconded by Ms. Breen and carried unanimously by roll call vote. In reviewing the voucher list, Mr. Vitkansas asked if they could be provided with how many copies of the NY Times the library receives for the \$15,095.00.(Ms. LaTona will follow up)

**New Business: Resolutions Passed**

2015-21 –Sunday Summer Hours 2015

Mr. Nelsen motioned to accept Resolution 2015-21 closing the library during the summer months from Memorial Day to Labor Day in 2015. Second by Ms. Berson and carried unanimously by roll call vote.

2015-22 –Award Contract to EBSCO for Magazine Subscriptions

Mr. Vitkansas made Resolution 2015-22 to enter into a contract with EBSCO for magazine subscriptions and other periodicals by Blanket Purchase Order for 2015. Seconded by Mr. Monaghan and carried unanimously by roll call vote.

2015-23 –Award Landscaping Contract to Seasons Matters

Mr. Vitkansas made Resolution 2015-23 awarding the lowest bidder Seasons Matters the Lawn & Garden Maintenance service contract for 2015 in the amount of \$5,073.75. Seconded by Mr. Nelsen and carried unanimously by roll call vote.

2015-24 –Award Contract to Air Systems Maintenance (renewal HVAC contract)

Mr. Vitkansas made Resolution 2015-24 awarding a renewal of the current HVAC contract with Air Systems Maintenance for an extension period of one year at the same annual contract rate of \$21,420.00. Seconded by Mr. Nelsen and carried unanimously by roll call vote.

**For the Good of the Order:**

Ms. Breen said she still always hears positive comments that the library is still the best place in Middletown!

Ms. Berson said a marketing colleague offered to post all library events on its website free. Website is called “Living in Media” (Ms. Rinaldi will have PIO Walter Johnson add Ms. Berson to the “What’s Happening” recipients list so she can forward the information).

At 7:17pm, Ms. Berson motioned to adjourn. Second by Mr. Monaghan and carried unanimously.

Respectfully Submitted,

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Michael Vitkansas, Pro-Temp, Secretary  
April 22, 2015