



**Middletown Township Public Library**  
**Board of Trustees**  
**Regular Session Minutes**  
**February 18, 2015**

The Regular meeting of the Board of Trustees of the Middletown Township Public Library was held on February 18, 2015 at the Middletown Main Library. Secretary, Board/Commissions, Wendy LaTona opened the meeting in compliance with the Open Public Law Act at 7:00 p.m. with Roll Call.

**Present:**

  X Siebert      X Nelsen      X Siwiec          X Vitkansas      X Berson  
  X Murray      X Altobello       Monaghan       Breen

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

**Township Officials in attendance:** Administrator, Anthony Mercantante, Asst. Administrator, Jim VanNest and CFO & Director Colleen Lapp.

**Pledge of Allegiance**

**No public was in attendance**

**Approval of January Reorganization Minutes:** Mr. Nelsen made a motion to approve the January 2015 Reorganization minutes, seconded by Mr. Siwiec and carried unanimously with abstentions from Murray and Altobello.

**Financials:** Mr. Nelsen motioned to accept the financial as submitted including the 2015 Voucher List, Overview Checks, Financial Report as of 1/31/15, and Statement of Financial Assets of 2/1/15, seconded by Ms. Berson and carried unanimously by roll call vote.

**Q&A Township Officials regarding library healthcare costs and contributions**

Mr. Mercantante led the presentation by giving a background of healthcare companies and educated the Board on the difference between self-insured entities and company insurance packages. Mr. Vitkansas questioned why the Township would stay self-insured. Mr. Mercantante explained that the Township can negotiate better contract rates if self-insured with the healthcare providers (currently Qualcare for healthcare and BeneCard for prescriptions). Mr. Mercantante said that as the fee structure changes it may not be in the best interest of the Township to continue as a self-insured entity however, the State has many problems with their current fee structures and if the Township would enter into the State Healthcare plan it would be very difficult to opt out of it if it did not work out. Mr. Mercantante said he proceeds very cautiously when it comes to the healthcare benefits of Township employees. Mr. Mercantante also explained that the Township is looking at every effort to keep the rising healthcare costs to a minimum and are always looking for additional options for its employees. The Township just added two new programs called BeneCard 2 for prescriptions and a new HMO plan that would be more cost effective if all employees transfer to them. As union contracts expire, these options will be negotiated.

Assistant Administrator, Jim VanNest explained that the new HMO plan has a good percentage of all the doctors listed in the POS and PPO plan. Mr. VanNest explained that the Township can only make recommendations involving healthcare options, employees have the right to choose and therefore the Township continues to negotiate to keep the costs reasonable. Mr. VanNest also addressed other inquiries from the Board. This included, costs to the library, and some questions regarding if the Library Board would ever be a separate entity from the Township.

Mr. VanNest advised the Board to carefully consider all the components involved to achieve this goal and to analyze the financially feasible.

Mr. Mercantante also explained how the Township will be affected by the Cadillac tax in 2018 and that the Township will be charged or share the cost responsibility with its employees for the over and above allotted amount for healthcare costs. Mr. Mercantante deferred cost projections to the CFO, Colleen Lapp. Ms. Lapp explained the cost projections breakdown handout that was distributed. The cost projections breakdown outlined the rates/costs to the library regarding healthcare. She walked the Trustees through the entire cost analysis. The Board appreciated Ms. Lapp's briefing and Mr. Nelsen requested that this analysis be provided each year. Ms. Lapp had no objection.

Mr. Siebert thanked the Township for coming and giving a detailed presentation of the healthcare benefits chargebacks and for answering all Board of Trustees questions. No reports from the Finance or Personnel Committees.

**Director's Report** – Ms. Rinaldi highlighted her submitted report to the Board. (See attached).

**New Business:** First reading of the Copy/Print/Scan Policy was submitted to the Board. Mr. Nelsen requested that a cost analysis be compared with what other library's charge. Ms. Rinaldi will submit cost comparisons at the Second Reading in March.

The Board discussed Inclement Weather Policy 1:04 and closing authority of the building. Since there were discrepancies, Mr. McOmber suggested that Ms. Rinaldi sit with Mr. Mercantante to clarify the closing procedures of the library.

At 8.30pm, Mr. Siebert read the Closed Session Resolution and announced that Closed Session would not last more than 20 minutes; action may be taken when returning into Regular Session. Mr. Altobello motioned to enter into Closed Session, seconded by Mr. Siwec and carried unanimously. After promotional discussions in Executive Session, Mr. Siebert motioned to move out of Closed Session and back into Regular Session, seconded by Ms. Murray and carried unanimously.

During Regular Session the following Resolutions were moved for approval.

<b>Resolutions:</b>	<b>Made/Seconded:</b>	<b>Roll Call:</b>	<b>Description:</b>
2015-18	Siebert/Berson	Unanimous	Promote Sheila Algava from a FT Librarian salary of \$47,147 to a FT Senior Librarian (Librarian 2) salary of \$54,843 after successfully completing over two years as a Librarian and being recommended by her manager.
2015-19, 20	Siebert/Nelsen	Unanimous	Promote Valerie Simonsen & Viktoriya Gryshyna from a PT Library Assistant salary of \$13,182.75 to a PT Library Assistant salary of \$15,818.50 after successfully completing over two years as a PT Library Assistant and being recommended by their managers.

**For the Good of the Order:** Mr. Nelson commented that having the Township Officials explain the healthcare costs and process was extremely productive and would allow for the Board to become more knowledgeable.

At 9:20pm, Mr. Siebert motioned to adjourn. It was seconded by Mr. Nelsen and carried unanimously.

Respectfully Submitted,

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David Siwec, Secretary  
March 18, 2015