



**Middletown Township Public Library
Board of Trustees
Regular Session Minutes
June 19, 2015**

The Regular meeting of the Board of Trustees of the Middletown Township Public Library was held on June 19, 2015 at the Middletown Main Library. Board Secretary 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 ___ Siwiec X Vitkansas X Berson ___ VanNest
___ Murray X Altobello ___ Monaghan 7:09pm X Breen (7:04pm)

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

Pledge of Allegiance

No public was present.

Appointed Pro-Temp Secretary: Michael Vitkansas.

Approval of May 20, 2015 Regular Session Minutes: Mr. Altobello motioned to accept as submitted, seconded by Ms. Breen and carried unanimously by roll call vote with an abstention from Nelsen & Vitkansas.

President Report - Mr. Siebert announced Assistant Administrator, Jim VanNest was the newly appointed Board of Trustee replacing Mayor Murray. Mr. Siebert informed the Board discussions on the parking lot project and appointment of Negotiating Team of the Union Contract would be included.

Financials: Mr. Altobello motioned to accept the financials as submitted including the 2015 Voucher List, Overview Checks, Financial Report as of 5/31/15, and Statement of Financial Assets of 6/1/15, seconded by Ms. Breen and carried unanimously by roll call vote.

Correspondence –Letter from 180 Turning Lives was submitted, thanking Ellie Strbo/Children’s department for donating 100 books for their Amanda’s Easel Creative Arts Therapy Program.

Director’s Report – Ms. Rinaldi submitted and highlighted report to the Board. (See attached). Ms. Rinaldi reported that in honor of their 10 year anniversary, Wholefoods decided to donate 2.5% of their net earnings on June 16th to the Middletown Library and 2.5% to the Middletown Town Art Center.

Committee Reports – Nothing submitted from Finance or Personnel.

Unfinished Business:

Second Reading: Borrower Services Policy 2:01 - Mr. Altobello motioned to accept the second reading of the Borrower Services Policy 2:01, (seconded by Ms. Berson and carried unanimously by roll call vote.

Second Reading: Homebound Services Policy 2:13 – Mr. Altobello motioned to accept the second reading of the Homebound

Services Policy 2:13 as amended with the combining of the pet peeves/suggested sections, seconded by Mr. Nelsen and carried unanimously by roll call vote.

New Business:

Mr. Siebert informed the Board that 2015 was coming to an end and that a new union negotiation team needed to be appointed. Mr. Siebert announced Ms. Berson and Mr. VanNest will join him this year in the negotiations for the upcoming library union contract.

Middletown Day –The Board discussed their continued support of the Middletown Day and Ms. Breen motioned to repeat the silver sponsorship for 2015, seconded by Mr. Altobello and carried unanimously by roll call vote

Parking Lot Project –The Board discussed in detail the need for the additional parking spaces that was included in the Township Capital Projects. After much discussion and the submitted survey that was performed from June 11-17 at the library showed that the parking lot was never full at any given time, the Board decided that rather than take on an added expense of an additional entrance that would be required and needed should they go ahead and add the additional parking spaces, the Board would forego the parking lot project and focus on the necessary safety modifications/adjustments that would help the flow of traffic. (Additional lighting, striping the parking lot again) Mr. Altobello motioned that if data doesn't support the need for the additional space and the cost shows no benefit then the project should not be completed followed by a consensus by the Board not to expand the parking lot. A meeting will be set up to meet with Ted Maloney, Township Engineer/Director DPW to review the safety issues that need to be addressed with Mr. Siebert, Ms. Rinaldi and Ms. Berson.

Mr. Nelsen asked if there was any update on the additional conference room. Ms. Rinaldi said that DPW Manager Doug Ward stopped by to let us know that the bids were in and a contractor was chosen but no work has begun.

Resolution 2015-25- Installation of ATM Machine. Mr. Altobello motioned to accept Resolution 2015-25 to install an ATM machine in the library since it solves the problem of accessibility to funds for the patrons to pay their fines and holds no risk to the library, seconded by Mr. Vitkansas and carried unanimously by roll call vote.

Resolution 215-26 – Amendment of Library Change Fund: Mr. Siebert motioned to accept Resolution 2015-26 for the library to change its cash funds from two draws to one draw with the funds of 99.00 fund start each day in the cash register, seconded by Mr. Altobello and carried unanimously by roll call vote.

Personnel: Mr. Altobello motioned for the library to post for a Librarian 1 position for the replacement of employee Alyssa Rosen who recently resigned, seconded by Ms. Berson and carried unanimously.

Public Session: None.

For the Good of the Order:

Ms. Berson asked if the Friends of the Library are actively seeking ways to seek funding for the library. Ms. Rinaldi reported that the Friends of the Library have some funding projects underway and the Board will hear more as they roll them out to the public.

Ms. Breen said she was very impressed with Ms. Oliwa President of the Friends of the Library. She has heard great things about her and is anticipating some great ideas for funding.

At 7:57pm, Ms. Berson and Mr. Altobello simultaneously motioned to adjourn. It was seconded by Ms. Breen and carried unanimously.

Respectfully Submitted,

Michael Vitkansas, Pro-Temp Secretary
June 19, 2015