



**Middletown Township Public Library
Board of Trustees
Regular Session Minutes
September 16, 2015**

The Regular meeting of the Board of Trustees of the Middletown Township Public Library was held on September 16, 2015 at the Middletown Main Library. Ms. 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 Berson X VanNest
 X Altobello Monaghan X Breen X Vitkansas
(7:05pm)

Also in attendance: X Armen McOmber X Kim Rinaldi X Wendy LaTona
(*X represents present)

Pledge of Allegiance

No public was present.

Approval of August 19, 2015 Regular Session Minutes: Mr. Nelsen motioned to accept as submitted, seconded by Ms. Berson and carried unanimously.

President Brock Siebert –stated nothing new to report to the Board of Trustees.

Financials: Mr. Altobello motioned to accept the financials as submitted including the 2015 Voucher List, Overview Checks, Financial Report as of 8/31/15, and Statement of Financial Assets of 9/1/15, seconded by Mr. Vitkansas and carried unanimously by roll call vote. Mr. Siebert commented that the Fines/Copier funds had increased.

Correspondence –a patron and resident of Middletown requested that the Director look into the feasibility of placing a drop box at the Navesink branch for residents who live in the Navesink area to make it a little easier with the return of books. Ms. Rinaldi informed the Board that the pilot program of the Lincroft drop box was going well and that she was going to look at other potential locations for the Bayshore and Navesink communities. Mr. Altobello offered his assistance with communicating with the Duryea Foundation (Michael Winchell) regarding the placement of a potential drop box on their property. Mr. VanNest would see if the location of the old drop box located in Bayshore could go back on that property.

Director's Report –as submitted. Ms. Rinaldi did inform the Board that the construction of the new door for the upcoming conference room will begin and should be completed and ready for tax season in 2016.

Committee Reports:

Personnel – None

Finance – Mr. Siebert stated the Finance Committee will be meeting to review the allocation of funds for the upcoming 2016 budget.

New Business:

After the discussion and the recommendation of Mr. McOmber the Rules of Conduct Policy 3:05 will be postponed until October 21, 2015 for Mr. McOmber to draft new guidelines to coincide with New Jersey law, 2C 3044.

Mr. VanNest motioned to formalize the hire of Katherine Kotcska as a Librarian 1 with **Resolution 2015-29** to replace Jonathan Upton pending Civil Service requirements, seconded by Mr. Vitkansas and carried unanimously by roll call vote.

With the resignation of two pages in 2015, Mr. Siebert motioned for the replacement of one page to assist the Circulation department at the minimum hourly rate of \$8.25, seconded by Ms. Breen and carried unanimously by roll call vote.

Public Session: None.

For the Good of the Order:

Mr. VanNest said that the end of the month, that the first CWA union negotiation would be set up. Ms. Berson will take the lead on initiating with Ms. McGraw.

At 7:29pm, Ms. Berson motioned to adjourn, seconded by Ms. Breen and carried unanimously.

Respectfully Submitted,

Michael Vitkansas
Pro-Temp Board Secretary
September 16, 2015