

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, June 9, 2015. The meeting was called to order at 4:05 p.m.

1. Roll Call

Ms. Linda Flynn, Presiding
Mr. Anthony Marseglia
Laura S. Kirsch, Esq.
Ms. Cindi Ortiz
Ms. Kristi Izzo
Ms. Robin Coles

Ex-Officio

Mayor John P. Labrosse, Jr.

Also Present

Ms. Sharon Castanteen, Director
Mrs. Ann Bowen, Principal Account Clerk

Not Present

Ms. Sonia Recarte
Ms. Barbara Schuit, Assistant Director
Ms. Karen Lewis, Supt. of Schools

2. Meeting Notification Statement

1. One copy posted on the bulletin board of the Library
2. One copy filed with the City Clerk
3. One copy posted to the Library's Webpage
4. One copy sent to the Record

3. Approval of the Minutes of the May 12, 2015 Board Meeting

On motion of Mr. Marseglia, seconded by Ms. Coles, Mayor Labrosse abstaining, the minutes of the May 12, 2015 Board Meeting were approved.

4. Public Comment

No report

5. Treasurer's Report: Ms. Kirsch

a. Report: Ms. Kirsch

	<u>May 2015</u>	<u>Year-to-Date</u>
Operating Account		
Income:	\$ 244,740.49	\$ 1,403,778.18
Disbursements:	\$ 144,733.04	\$ 844,907.73
Cash balance as of May 31, 2015		\$ 558,870.45

Ms. Kirsch said the balance is high because the city voucher for the library's health, pension and insurance coverages has not been received.

Ms. Castanteen has requested the voucher be sent on either a monthly or quarterly schedule.

Capital Account:

Income:	May 2015	\$ 4.59
Disbursements	May 2015	\$ 0.00
Cash balance as of May 31, 2015		\$ 69,759.77

Donation Account:

Income:	May 2015	\$ 50.78
Disbursements:	May 2015	\$ 0.00
Cash balance as of May 31, 2015		\$ 11,845.29

Librarians' Special Account

Income: May 2015 \$ 156.17

Disbursements: May 2015 \$ 399.96

Cash balance as of May 31, 2015 \$ 17,424.45

Paver Account

Income: May 2015 \$.14

Disbursements: May 2015 \$ 0.00

Cash balance as of May 31, 2015 \$ 2,107.02

On motion of Ms. Ortiz, seconded by Ms. Izzo, the reports were accepted.

b. Bills: Ms. Castanteen

June 2015 Budgetary Account Bills \$ 144,508.96

June 2015 Librarian's Special Acct. Bills \$ 94.00

On motion of Ms. Kirsch, seconded by Ms. Ortiz, the bills were approved for payment.

6. Budget and Finance Committee: Ms. Kirsch

a. Resolution for Terminal Leave

JOHNSON PUBLIC LIBRARY

RESOLUTION FOR TERMINAL LEAVE PAYMENT

WHEREAS, the Board of Trustees of the Johnson Public Library (the "Board") has an obligation to Craig Maiocchi in accordance with the union contract of \$70 per unused sick day.

NOW, THEREFORE, BE IT RESOLVED that the Johnson Public Library Board of Trustees, authorizes a payment to Craig Maiocchi in the amount not exceeding \$3,815 in 2015.

Moved by: Laura Kirsch

Seconded by: Ms. Izzo

Roll Call vote:

Date: June 9,2015 Roll Call Vote:	Aye	Nay
Linda Flynn	X	
Anthony Marseglia	X	
Laura Kirsch	X	
Cynthia Ortiz	X	
Kristi Izzo	X	
Sonia Recarte Absent		
Robin Coles	X	
Mayor John Labrosse	X	
Superintendent Karen Lewis Absent		

I hereby certify on this 9th day of June, 2015 that the foregoing is a true copy of a Resolution adopted by the Board of Trustees of the **Johnson Public Library** at a meeting held on June 9, 2015.

Cynthia L. C. Ortiz
Cindi Ortiz, Secretary

Ms. Kirsch reported that the new van from Mall Chevrolet should be ready in August. The Board previously passed a resolution in the amount of \$23,625 from the Capital Account for the purchase.

7. Building and Grounds: Ms. Kirsch

Ms. Kirsch reported that a mason has been hired to find the cause of the leak in the basement wall.

The pavers in the courtyard have not settled yet, if they don't even out we will contact our landscaper about the situation.

8. Community Affairs: Ms. Ortiz:

Ms. Ortiz distributed the Adult June flyers to the Trustees.

The adult programs scheduled for June include: "Eat Healthy, Be Active" Saturdays June 13 and 20; "Inspect Your Gadget!" Tuesday June 16 6:30 to 8:15 p.m.; "I'm 55+ what do I do now?" Wednesday June 17; "The Grandeur that was Rome-in New Jersey!" Thursday, June 18; "Protecting Your Trees and Shrubs from Hungry Deer" Tuesday June 23; "Open Mic Night!" Thursday June 25; "Jazz Concert" Saturday, June 27.

The movie Thursday June 4 was "The Theory of Everything" on Thursday June 18 the library will show "Casablanca."

The Summer Reading Sign-Up Party is on Tuesday June 9.

Book groups for June include "Young Adult Books for Adults ", "Book Discussion Group" and "Joint Fiction and Non-Fiction Book Discussion Groups.

The Gallery and Display Cases feature the "ICAL Art Exhibition of Latin American Artists", coordinated by Lucia Luna.

Patrons can receive news of upcoming library events by email.

Weekly Citizenship Classes are scheduled on Mondays for patrons, pre-registration is not required.

Individual assistance is available for online job searching, Computer instruction and eBook assistance for Hackensack residents.

Free audiobook players are available to qualified patrons.

The July/August brochure for the Junior Department has scheduled programs including "Mother Goose Time" on Wednesdays; "Preschool Story Hour" on Wednesdays; "Legos!" on Fridays; "Hey Crochet!" on Monday July 13th and 27th, and August 10th for grades 2 through 6; "Tech Time" Thursdays; "Friday Night Fun Night" August 14th for grades 3 and up; "Summer Reading Club" registration begins on June 24th program ends August 14th. "Arts and Crafts" 10:30 a.m. Tuesdays for grades K through 1st; and 2:30 p.m. for grades 2

through 6; a “Watercolor Workshop” Thursdays for grades 2 through 6; “Reading With Rodney” Monday July 6th and August 3rd; “Video Games” Wednesdays; and the “Magical Mystery Kitchen” on July 13th for third grade and older children; “Teddy Bear Picnic” Monday August 3rd; and “Super Hero Day” Monday July 20th for children kindergarten through 3rd grade.

9. Librarian’s Report: Ms. Castanteen

a. Program Highlights: Ms. Castanteen

Ms. Castanteen reported that the “Open Mic” program was very well received. The talent that performed was excellent, 49 people enjoyed the evening with many positive comments about the program.

Ms. Castanteen also reported that the Business Lunch and Learn Program had unique and important information for the attendees on getting financed for their own business, for example Small Business Association Banks.

Ms. Izzo asked if there are any statistics for Hoopla.

Ms. Castanteen said that Hoopla is very easy to use, and anticipates increased usage. BCCLS statistics show that 150 Hackensack library patrons used the service in April 2015

b. Gifts and Letters of Appreciation

Ms. Castanteen said there were no gifts or letters to report, but she had a great many positive evaluations about the library programs.

10. Personnel Committee: Mr. Marseglia

On motion of Mr. Marseglia, seconded by Ms. Ortiz, the Board approved an annual salary of \$110,000 for Ms. Castanteen, Library Director, retroactive to January 1, 2015.

On motion of Mr. Marseglia, seconded by Ms. Coles the Board approved the hiring of Christopher Melber June 8th as a temporary Security Guard for 15 hours per week at \$18.00 per hour.

Mr. Marseglia said that it may be necessary at a future time to appoint a security guard on a full time basis from 1:00 to 9:00 p.m. , and that we should be looking for a retired police officer.

Ms. Castanteen discussed the recent incidents in libraries in the news, such as the Lyndhurst Public Library incident on May 29, 2015, and the need for an effective security presence.

Ms. Izzo asked if we had active shooter training.

Ms. Castanteen described the recent staff training.

Mayor Labrosse suggested contacting the police department about the men in the Class 1 or 2 who might be interested in part time work or perhaps they know of a retired police officer.

On motion of Mr. Marseglia, seconded by Ms. Kirsch, the Board moved into Closed Session at 4:39 p.m. pursuant to the provisions of the Open Public Meeting Act. The Board discussions will be made public at the earliest possible date.

The Board moved back into Open Session at 4:50 p.m. on motion of Kristi Izzo, seconded by Robin Coles.

11. Old Business

Ms. Izzo said she contacted Bergen Academies about their students interning in the library. She was asked if the positions would be paid.

Ms. Izzo indicated she would provide the contact information to Ms. Castanteen.

Ms. Castanteen said there is more to setting up a ‘Friends of the Library’ group than originally thought.

She was told by a CPA at a Friend’s Workshop that it is best to start a new group instead of resurrecting an old one.

12. New Business

No report.

13. Adjournment

On motion of Cynthia Ortiz, seconded by Robin Coles, the Board adjourned the meeting at 4:55 p.m.

Respectfully submitted

Cynthia L. C. Ortiz
Secretary