

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, March 8, 2016. The meeting was called to order at 4:01 p.m.

1. Roll Call

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

Also Present

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

Not Present

Ms. Sonia Recarte
Ms. Robin Coles
Ms. Barbara Schuit, Assistant Director
Mayor John P. Labrosse, Jr.
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 February 9, 2016 Board Meeting

On motion of Mr. Marseglia, seconded by Ms. Kirsch, the minutes of the February 9, 2016 Board Meeting were approved.

4. Public Comment

No report

5. Treasurer's Report: Ms. Kirsch

a. Report: Ms. Kirsch

	<u>February 2016</u>	<u>Year-to-Date</u>
Operating Account		
Income:	\$242,880.23	\$744,946.34
Disbursements:	\$183,351.65	\$343,969.72
	Cash balance as February 29, 2016	\$400,976.62
Capital Account:		
Income:		\$ 3.89
Disbursements:		<u>0.00</u>
	Cash balance as February 29, 2016	\$ 46,172.67
Donation Account:		
Income		\$ 56.89
Disbursements:		<u>0.00</u>
	Cash balance as February 29, 2016	\$ 22,574.96
Librarian's Special Account:		
Income:		\$ 81.59
Disbursements:		<u>80.00</u>
	Cash balance as February 29, 2016	\$ 18,786.91
Paver Account:		
Income:		\$.40
Disbursements:		<u>00.00</u>
	Cash balance as February 29, 2016	\$ 4,426.91

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

b. Bills: Ms. Castanteen

March 2016 Budgetary Account Bills	\$166,167.52
March 2016 Librarian's Special Account Bills	65.00

On motion of Ms. Izzo, seconded by Mr. Marseglia, the bills were approved for payment.

6. Budget and Finance Committee: Ms. Kirsch

Ms. Kirsch reported there is no meeting scheduled at this time to discuss the city appropriation for 2016. The City has completed the revaluation and might be waiting for the county tax levy. The City requested a list of library programs and statistics, hopefully this will help.

Ms. Kirsch said that Mayor John Labrosse confirmed that no upfront money will be deducted from the city's monthly appropriations for payroll. We will issue checks each month for our payroll as usual.

7. Building and Grounds: Ms. Kirsch

Ms. Kirsch said there is a comprehensive list of projects in the Director's report.

Rubber treading has been installed at the top of the Moore Street stairs.

Ms. Kirsch said she, Ms. Castanteen and the Children's Librarian met with George from Brothers' Carpet to discuss carpeting in the Children's Department.

Ms. Kirsch had a sample of the carpet tile proposed for the Children's Department. The entire floor area will be carpeted with the exception of the office and the area behind the desk which will have a wooden floor.

Ms. Kirsch said that Brothers' Carpet is local and they are now state certified.

The work will be scheduled on a rolling basis so there will be no interruption in service.

Ms. Castanteen will get an estimate to have the walls painted before the new carpet is installed.

Ms. Kirsch reported that the freight elevator is not working, a mechanic from the elevator company inspected it and we are waiting for an estimate.

It is possible that the repairs will be very expensive and it might be better to investigate as to whether it would be cost effective to replace it.

8. Community affairs: Ms. Ortiz

Ms. Ortiz distributed the Junior and Adult Department brochures to the Trustees.

The Children's Department has scheduled for March: "Tech Time"; "Reading with Rodney"; "Video Games"; "Lego Day"; "Mother Goose Time" every Wednesday; "Preschool Story Hour" Wednesdays; "Spring Grapevine Wreath Workshop"; and "Chess Club".

Teen Tuesdays are scheduled for March 1st; 8th; 15th, 22nd, and 29th.

Book Groups scheduled for March are: "Young Adult Books for Adults Book Club" Saturday March 5th; "Book Discussion Group" Saturday March 19th 10:00 a.m.; "Just the Facts: A Non-fiction Only Book Club" Saturday March 19th 11:00 a.m.; and a new club "Lit/Fic Book Club" Saturday March 26th.

Adult programs for March include: The screening of the movie "Spectre" on Thursday Night March 3rd; Monday March 7th "The Art of the Piano Duo"; Tuesday March 8th "build Your Own Rain Barrel Workshop"; Thursday March 10th "Alan Rickman Tribute"; Tuesdays March 15th and 22nd "Adult Coloring Club!"; Saturday March 12th and 19th "Tax Questions? We have Answers!" the program will be presented in both English and Spanish; Tuesday, March 15th "Easy Photo & Paper Organizing"; "Wednesday March 16th "I'm 55+ - What do I do now? Explore ReServe!"; Friday March 18th "Veterans' Benefits Information"; Wednesday March 16th "Medicare P's & Q's – Parts, Plans and Your Questions"; Thursday March 24th "New Jersey State Parks"; "Thursday March 31st "Open Mic Night"; Thursdays morning "Inspect Your Gadget!."

"Bizart" by Allan Petretti is featured in the gallery and display cases in the Main Street Corridor.

Patrons can register to receive news of upcoming library events by email.

The library provides “Citizenship Classes”; “Computer Instruction & eBook Assistance”; “English Conversation Classes” and individual assistance for online job searching, preparing job applications and email, for interested patrons.

Movies, music, TV shows, e-audiobooks and ebooks are available for free with a library card.

The Library will be closed Friday March 25th.

9. Librarian’s Report: Ms. Castanteen

a. Program Highlights: Ms. Castanteen

There were 75 people who attended the program “Love Framed in Black and White” and an article about the program on the front page of the Chronicle.

The program was about her grandparents and she mentioned that her father worked at the library as a security guard.

The Teen “Anti-Valentine” program was also on the front page of the Chronicle.

Cathy Folk-Pushee is working with the Hispanic Institute and teaching their students online skills.

b. Friends of the Library

There have been two meetings, and three officers have been chosen.

They have requested one library representative attend their meetings and they mentioned attending the next Board Meeting.

Ms. Kirsch said they should receive official library support.

c. Gifts and Letters of Appreciation

Ms. Castanteen reported a donation from Maureen Taffe in memory of Janet Pinkney, a former library employee.

10. Personnel Committee: Mr. Marseglia

On motion of Mr. Marseglia, seconded by Ms. Izzo, the Board moved into Closed Session at 4:30 p.m. pursuant to the provisions of the Open Public Meeting Act. . The Board discussions will be made public at the earliest possible date.

At 4:45 p.m. on motion of Ms. Izzo, seconded by Ms. Ortiz, the Board went into Open Session.

11. Old Business

No report

12. New Business

No report

13. Adjournment

On motion of Mr. Marseglia, seconded by Ms. Ortiz, the meeting was adjourned at 4:48 p.m.

Respectfully submitted,

Cynthia L. C. Ortiz
Secretary