

MIDLAND PARK MEMORIAL LIBRARY
Minutes of Board of Trustees Meeting
January 21, 2016

PRESENT- Robert Biebrich, Anne Campbell, Claudia Considine, Cathy Durden, Julie Guciardo, Maureen Kelley, Cathy Ollmann, and Lena Padovano.

Emily Myhren, Interim Director

President Cathy Durden called the meeting to order at 7:35 PM in accordance with the Sunshine Law.

The meeting started with the Pledge of Allegiance.

C. Durden administered the Oath of Office to all Board members.

C. Considine made a motion to vote on the slate of Library Board officers for 2016, seconded by M. Kelley. The slate of officers is as follows:

- C. Durden – President
- J. Guciardo – Vice-President
- C. Ollmann – Treasurer
- L. Padovano – Secretary

A roll call was conducted and everyone was in favor.

MINUTES

C. Considine made a motion to approve December 17th minutes as amended, seconded by C. Ollmann. A roll call was present and everyone was in favor except A. Campbell, M. Kelley, and L. Padovano who abstained.

PRESIDENT'S REPORT

C. Durden welcomed new appointee, Annie Campbell to the Library Board.

L. Padovano made a motion to approve the resolution designating Cathy, Durden, Julie Guciardo, Cathy Ollmann, and Lena Padovano as the authorized signatures for the New Jersey Cash Management Account, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

L. Padovano made a motion to approve the resolution designating Cathy Durden, Julie Guciardo, Cathy Ollmann, and Lena Padovano as the authorized signatures for the TD Bank Account, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

Board Committee Chairpersons were assigned for 2015 - 2016:

Cathy Ollmann	-	Finance Committee
Annie Campbell	-	Policy Committee

Lena Padovano - Personnel Committee
Rob Biebrich - Building and Grounds Committee
Claudia Considine - Strategic Planning; Friends of the Library Liaison
M. Kelley - Technology; Public School District Liaison
P. Stepien - Technology; Public School District Liaison

J. Guciardo made a motion to go into closed session at the end of the meeting to discuss personnel issues, seconded by A. Campbell. A roll call was conducted and everyone present was in favor.

DIRECTOR'S REPORT

E. Myhren reports that the DPW has begun painting the Children's Room and that the new shelving should arrive mid February. She would also like to order the next phase of shelving. The Children's room also hosted 24 programs in December with 104 children and 69 adults in attendance.

E. Myhren reports that she will be reviewing and updating several of the Library policies, along with A. Campbell. A. Campbell will talk to Addy about the library website

E. Myhren distributed the new contact list along with 2016 Holiday Schedule.

E. Myhren reports that she has begun to work on the 2016 State Report.

COMMITTEE REPORTS

Finance

C. Ollmann made a motion to approve the payment of the January bill list in the amount of \$21,692.53 from Borough appropriations, seconded by J. Guciardo. A roll call was conducted and everyone present was in favor.

C. Ollmann reported that she went through the 2016 budget as presented to the Borough with E. Myhren. She will also follow up with Lori in getting approved budget.

Policy

A. Campbell will be reviewing the complete Policy manual. The Policy Committee will be meeting to update policies as needed.

Personnel

L. Padovano made a motion to approve Emily Myhren as the Interim Director, effective January 11, 2016 until a new Director is hired, with a stipend of \$250.00 per week, seconded by A. Campbell. Her duties will include: completing Director's report and attending board meetings, completing time sheets, scheduling staff meetings, preparing state report, overseeing the ordering of books, BCCLS, and

dealing with general responsibilities to keep library running smoothly. A roll call was conducted and everyone present was in favor.

L. Padovano made a motion to approve the placement of an ad for a new library Director in BCCLS, Rutgers listserv and NJLA with a posting date of Friday, January 22, 2016, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

L. Padovano reported that the Personnel Committee met and is continuing to work on the update of the Personnel manual.

Buildings and Grounds

R. Biebrich made a motion to approve the DPW painting the walls in the Children's Room at an approximate cost of \$600.00, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

Strategic Planning

No Report

Technology

No Report

Friends of the Library

No Report

Schools

No Report

OLD BUSINESS

None

NEW BUSINESS

None

R. Biebrich made a motion to go into closed meeting at 8:35 PM, seconded by M. Kelley. A roll call was conducted and everyone present was in favor.

R. Biebrich made a motion to close the meeting, seconded by M. Kelley. The meeting was adjourned at 9:20 PM with all in favor. The next regularly scheduled meeting will be Thursday, March 18, 2016 at 7:30 PM.