

**3/26/18 MINUTES OF THE REGULAR MEETING
OF THE PARSIPPANY-TROY HILLS LIBRARY BOARD OF TRUSTEES**

I. CALL TO ORDER

President Joseph Weisberg called the meeting to order at 7:05 pm in the Board Meeting Room of the Parsippany Library. The purpose of this meeting is for the Library Board of Trustees to take formal action on library business. Notice of this meeting has appeared in the January 6, 2018, issue of the *Daily Record*. Notice has been posted on the bulletin board in the municipal building and the three library branches.

II. ROLL CALL

Present: Joseph Weisberg, Roberta Chopko, Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Jerrold Moses, Mary Kane, Ellen Waldman, Jayne Beline

Excused: Emily Peterson

III. APPROVAL OF AGENDA

MOTION: To approve the Agenda made by Jerrold Moses and seconded by Ellen Waldman. **Motion carried.**

IV. APPROVAL OF MINUTES

MOTION: To approve the 2/26/18 Minutes of the Library Board of Trustees Meeting by Jerrold Moses and seconded by Fred Preston. **Motion carried** with abstention by Ellen Waldman.

V. PUBLIC HEARING

The meeting was opened to the public at 7:10p.m.

A. Introduction of the New Program Planner, Kerri Jones

1. Kerri Jones has been working for the Parsippany-Troy Hills Library for the last two months and is close to completing her Master's Degree of Library Science online from Kent State.

2. A survey was distributed to customers, and the following types of programs received the most votes: health and nutrition, crafts, and author talks.

Already planned are programs on diabetes, brain strategy, flower arrangements, and a jazz program.

3. Tea for Three is a program sponsored by the Friends that will be held in September, featuring an actress portraying three former first ladies.
4. Jayne discussed a program that the library will host on April 22. This program will be a presentation given by JoAnn Young, the producer and writer of the PBS special about the 50th anniversary of the Mr. Rogers show.

B. Friends of the Library

1. Roberta Chopko reported that the Friends are thankful for the new computer that was recently installed in their book sale room at the Main Library. This new computer will be very helpful for scanning the books.
2. The Friends donated \$5,000 to the Summer Reading Program.
3. The Habitat Burger Grill fundraiser went very well and the Friends are now waiting for the funds raised to be sent to them.
4. The Friends have also collected over 100 prom dresses, which will be on sale for \$15 from April 5-April 7. Notifications of this fundraiser sale have been sent to the Parsippany schools as well as Dover and Boonton schools.
5. Friends now have an online form for anyone wishing to become a Friend. Payments can also be made through PayPal.

The Meeting was closed to the public.

VI. REPORTS

A. Finance

Health Insurance – Jayne reported that the Library is still waiting for any news regarding Health Insurance. Councilwoman Peterson will be investigating options on behalf of the Library.

B. Buildings and Grounds

1. Roberta Chopko reported that on 3/26/18 the Building and Grounds Committee met with Netta Architects at the suggestion of Mayor Soriano. Netta Architects said that they could perform a feasibility study for a cost of approximately \$15,000. Jayne said she would bring this information to the mayor and see if township administration would be willing to pay for the study.

Netta Architects could not confirm at this time if there would be any significant savings if the Lake Hiawatha Library is renovated versus constructing a new building.

Jim Johnson said that approximately 5% of their firm's business deals with libraries.

2. Jayne is in the process of working on confirming a new HVAC contract.

C. Personnel – Discussions will be in a closed session.

D. Policy – There was no report.

E. Technology and Strategic Planning

Jayne is working on preparing a grant to help pay for a Board retreat.

VII. CLOSED SESSION

WHEREAS, The Library Board of Trustees is about to discuss items on the agenda related to Personnel,

WHEREAS, these matters would be more appropriately discussed without the attendance of the public, and

WHEREAS, the Library Board of Trustees believes that the substance of the discussion conducted at this closed session may be made known to the public at the conclusion of this closed session,

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the provisions of Section 7 of the Open Public Meetings Act of 1975, the public shall be excluded from attendance and participation in the discussions by the Library Board of Trustees of the above matters, and it is further RESOLVED that the Library Board of Trustees undertake to make available to the public the substance of the discussion conducted in this session at the conclusion of the closed session.

Moved by Jerrold Moses and seconded by Ellen Waldman. **Motion carried.**

MOTION: To return to regular session made by Jerrold Moses seconded by Ellen Waldman. **Motion carried.**

VIII. NEW BUSINESS

A. Approval of Director's Bulletin

MOTION: To approve the Directors Bulletin, Number 222 dated 3/26/18 by Jerrold Moses seconded by Ellen Waldman

AYES: Joseph Weisberg, Roberta Chopko, Rosemarie Merola, Fred Preston, Ellen Waldman, Herb Levine, Ilana Scherer, Jerrold Moses, Mary Kane.

IX. ADJOURNMENT

MOTION: To adjourn the meeting at 8:20 PM made by Jerrold Moses and seconded by Ellen Waldman. **Motion carried.**