

Spotswood Public Library
Board of Trustees Meeting

Thursday, February 20, 2014

Next Meeting: Thursday, March 20, 2014

PRESENT: Anne Wallace, Carol Farley, Phyliss Snyder, Mary Leaver, Annamaria Faga, Council Liaison Nicholas Legakis, Nicholas Poliseno, Mayor, Allison Poliseno, Michele Petosa, Board Secretary. Absent: and Emma Jane Decker.

The meeting was called to order by Anne Wallace at 7:07 p.m. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum present.

DIRECTOR'S REPORT: by Susan Wisniewski: Please read the complete report. Disruption in phone service issue resolved; bundling still pending. Trustee continuing education hours have been entered into a spread sheet that will be updated for use in annual state aid report. Joseph Zagna will help with state aid report part I and II. Staff cross training is scheduled for February 25, 2014. The Board reviewed lights upon library closure; Wi-Fi parameters pending IT inquiry. Magnetic name tag and CD donation signage pending vendor information. Dedication of funds was discussed at the November 2013 meeting.

COMMITTEE REPORTS: Council Liaison Nicholas Legakis – Education Foundation and Immaculate Conception to hold Casino Nights on March 1, 2014. The fire department is holding comedy night on February 22. The borough explained payroll information with the prior director.

Friends of the Library: The last meeting was February 9. Renewal cards have been mailed. After discussion, Anne Wallace made a motion that two free dvd/vhs rentals be given as part of the annual membership sign up; Annamaria Faga seconded. The vote was unanimously in favor. The Friends asked for permission and support from the board to display themed baskets (barbeque, pets, sports, gardening, spring cleaning, spa and children's ages 6-10) for a Library day program. Final date possibly during spring break. Donations request will be posted at the circulation desk with a March 15 deadline. Texas Roadhouse is hosting a fundraiser on April 3. A percentage of the bill will be donated. They will advertise. Playhouse 22 was suggested as a fundraising venue.

Finance Committee: Carol Farley reviewed the proposed budget which was then discussed line by line by the board. The board will comply with the new 1/1/14 minimum wage law and look at revising the salary scales. Heat will be set at 70 degrees. The new pension estimate is still pending a past inquiry. Anne Wallace made a motion to accept the budget as discussed; Diane Barlow seconded. The vote was unanimously in favor.

PUBLIC COMMENTS: N/A

MINUTES: Annamaria Faga made a motion to approve the January 12 and January 16, 2014 minutes; Phyliss Snyder seconded. The motion was passed and the minutes approved.

FINANCIAL REPORT: The board reviewed current charges. Sue will call AT&T about two accounts charged to the Library. Budget reports were reviewed.

NEW BUSINESS: The nominating committee, Mary Leaver and Annamaria Faga, met and nominated Anne Wallace, President; Carol Farley, Treasurer, and Emma Jane Decker, Secretary. Annamaria Faga made a motion to accept and approve the nominations as stated for President, Treasurer and Secretary; Phyliss Snyder seconded. The vote was unanimously in favor. The 2014 committee appointment was tabled. The board will begin reviewing applications and checking references for the director position the first week in March.

Annamaria Faga made a motion to go into Executive Session; Phyliss Snyder seconded. The board went into Executive Session at 8:29 p.m.

The board resumed public session at 9:00 p.m.

Anne Wallace motioned to adjourn the meeting; Carol Farley seconded. The regular meeting of the Board of Trustees was adjourned at 9:02 p.m.

Respectfully submitted,

Michele M. Petosa
Board Secretary