

**TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
January 12, 2015**

The Board of Trustees of the Tenafly Public Library met on January 12, 2015, at 7:30 p.m. at the Library for its regular Board meeting.

Board Members Present: President Patrick Rouse, Vice President Kathleen Cook, Secretary/Treasurer Soon Juhng, Mabel Allen, David DiGregorio, Martin Gilbert, Martha Kerge and Arthur Peck.

Absent: Kenneth Altman

Staff present: Library Director Gina Webb-Metz and Administrative Assistant Ann Marie Connolly.

Mrs. Cook called the meeting to order at 7:30 p.m. Mrs. Webb-Metz reported that notices of the meeting had been posted and sent to the media.

2015 Board Reorganization and Election of Officers

Dr. Peck took the Oath of Office as a reinstated member of the Library Board.

Dr. Gilbert took the Oath of Office as a reinstated member of the Library Board.

Mr. DiGregorio took the Oath of Office having been reappointed by School Superintendent Lynn Trager for a one-year term as her alternate.

Mrs. Kerge took the Oath of Office having been reappointed by Mayor Peter Rustin for a one-year term as his alternate.

The election of Board officers for 2015 was held. The following were nominated:

President – Mr. Patrick Rouse (moved by Mrs. Kerge, seconded by Dr. Peck). Elected unanimously.

Vice President – Mrs. Kathleen Cook (moved by Dr. Gilbert, Seconded by Dr. Peck). Elected unanimously.

Secretary/Treasurer – Mrs. Soon Juhng (moved by Mrs. Cook, Seconded by Dr. Gilbert). Elected unanimously.

Minutes

Board members approved the amended minutes of the regular board meeting of December 8, 2014.

Moved by: Dr. Gilbert. Seconded by: Mrs. Cook. Unanimously accepted.

Treasurer's Report

Mrs. Juhng reviewed with the Board the Library's cumulative financial statements through November 2014. She noted that she had examined and approved the statements and reported that they were current and accurate.

BCCLS 2015 Certificate of Agreement

The Board discussed and agreed that the Tenafly Public Library was in compliance with the rules and regulations of the Bergen County Cooperative System Certification of Agreement. Dr. Gilbert moved to sign the Agreement and Mrs. Cook seconded the motion. Unanimously accepted. Board President Patrick Rouse and Library Director Gina Webb-Metz signed the BCCLS Certification of Agreement.

Correspondence

School Superintendent Lynn Trager sent a letter naming David DiGregorio as her alternate for the Year 2015.

Director's Report

After over twenty years of continuous dedicated service to the Library, Selma Greco will no longer lead the Afternoon Book Group. The Library had cake and refreshments after her last meeting and presented her with a card and gift certificate from Womrath's Book Store. Katherine VanderWende, Library Assistant/Technical Services, will take over leadership of the group and notices will be sent out publicizing the change.

President's Report

Mr. Rouse, Mrs. Allen and Dr. Peck met to discuss 2015 Full-Time Non-Union Employee Salaries for 2015. Their recommendations will be reported in these Minutes under "2015 Full-Time Non-Union Employee Salaries."

New Business

None

Old Business

None

Remodeling Update

The painting of the public areas will be completed this week and a meeting is scheduled for tomorrow with the carpet installer. Ms. Webb-Metz noted that Daniel Lane, Head of Public Services, has done an outstanding job of removing,

stacking and replacing books and materials from the shelves to enable the walls to be painted. He also removed carpeting and dismantled shelving in the Friends Room and is planning on reinstalling the shelves in configuration that will open space for additional seating.

The closing of the Library for the installation of the new circulation desk, which also involves electrical, computer, and carpet coordination, will most likely take place the week of February 23 from Monday through Friday or the following week. The Library Board, public, staff and Borough are being kept as up to date as possible. When a firm date is set, all parties will be notified.

Emergency Closing Policy

After discussion, the Board proposed revisiting the Emergency Closing Policy once more information is obtained. Ms. Webb-Metz will call the Central Office of the Tenafly Schools for information on using the reverse 911 and email system of the Tenafly Schools.

New Business

None

2015 Full-Time Non-Union Employee Salaries

After discussion the Board approved the following two resolutions:

BE IT HEREBY RESOLVED THAT: The Board of Trustees of the Free Public Library of the Borough of Tenafly approves of a 1.5% base salary increase for the Year 2015 for Library Director Gina Webb-Metz.

Moved by: Dr. Peck

Seconded by: Mrs. Cook

Voting as follows:

Mabel Allen – Aye
Kathleen Cook – Aye
David DiGregorio – Aye
Martin Gilbert – Aye

Soon Juhng – Aye
Martha Kerge – Aye
Arthur Peck – Aye
Patrick Rouse - Aye

BE IT HEREBY RESOLVED THAT: The Board of Trustees of the Free Public Library of the Borough of Tenafly approves of a 1.5% base salary increase for the Year 2015 for Administrative Assistant Ann Marie Connolly.

Moved by: Mrs. Cook

Seconded by: Dr. Peck

Voting as follows:

Mabel Allen – Aye
Kathleen Cook – Aye
David DiGregorio – Aye
Martin Gilbert – Aye

Soon Juhng – Aye
Martha Kerge – Aye
Arthur Peck – Aye
Patrick Rouse - Aye

Report from the Mayor's Alternate

Mrs. Kerge reported that she spoke with Mayor Rustin prior to the meeting and he expressed his satisfaction with the Library. She also mentioned that she was very pleased with the Holiday Party in December and had a very enjoyable time.

Report from the Superintendent's Alternate

The cameras have been installed in Council Chambers and the meetings will be available on the internet and Channel 77.

Citizen's Portion of the Meeting

None

Any Other Business

None

Adjournment

Meeting was adjourned at 8:43 p.m. Moved by: Dr. Gilbert. Seconded by Mrs. Juhng. Unanimously approved.

Respectfully submitted,

Soon Juhng

Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, February 09, 2015.

APPROVED: 02-09-2015