

TENAFLY PUBLIC LIBRARY
MINUTES OF LIBRARY BOARD MEETING
October 18, 2010

The Board of Trustees of the Tenafly Public Library met on October 18, 2010 at 7:30 p.m. at the Library for its regular monthly meeting.

Board Members Present: President Ellen Rochford, Vice President Kathleen Cook, Secretary/Treasurer Dr. Martin Gilbert, Mrs. Mabel Allen, Dr. Kenneth Altman, Dr. Everett Ferguson, Dr. Arthur Peck and Councilman Patrick Rouse.

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

Absent: Mr. David DiGregorio

Mrs. Rochford called the meeting to order. Ms. Webb-Metz reported that notices of the meeting had been sent to the media and posted.

Board members approved the minutes of the Library Board meeting of September 13, 2010 Moved by: Dr. Peck. Seconded by: Mrs. Cook.

CORRESPONDENCE

Library employee Cathleen Burke sent a thank you note to the Board for presenting her family with a restaurant gift certificate to commiserate on the death of her mother, Agnes Carney.

DIRECTOR'S REPORT

The Board approved Wednesday, December 15 as the date for the Library's holiday party.

AMCO Enterprises, Inc. has completed the following work as part of Change Order Proposal #2, dated August 16, 2010:

- Air leakage in the existing ductwork has been corrected.
 - Three air outlets have new takeoffs, volume dampers, flex duct (and the existing duct has been patched). A new diffuser has also been purchased and installed.
 - The existing chilled water pipe that was un-insulated has been wrapped.
- The system is expected to be balanced sometime the week of October 25.

AMCO Enterprises, Inc. Change Order Proposal #3, dated September 13, 2010, which will enable the HVAC controls to be remotely accessible via a web-based program, is underway. Borough Maintenance has run a CAT-5 cable to the control panel in the existing Mechanical Room. ATC Systems will provide two 4-hour instruction periods with the maintenance staff to instruct them on the capabilities of the program.

After discussion with Board President Ellen Rochford, Ms. Webb-Metz transferred \$35,000 from the Library's Bank of America account to the New Jersey Cash Management General Fund.

For the Year 2011, 1/3 mil funding for the Library should be approximately \$1,384,000, which is a reduction of approximately \$24,000 from the 2010 funding of \$1,489,905. There has also been a substantial reduction in State Aid to the Library as follows: 2008 - \$14,816.15; 2009 - \$12,942.26; 2010 - \$10,236.00; and 2011 - \$6,551.06.

The meeting adjourned at 7:40 p.m. to go into closed session to discuss a personnel matter. Moved by: Mrs. Cook. Seconded by: Dr. Altman.

The Board returned to open session at 8:05 p.m.

The following resolution was passed:

BE IT HEREBY RESOLVED THAT: The Board of Trustees of the Free Public Library of the Borough of Tenafly approves the Reorganization Plan as presented by Library Director Gina Webb-Metz and the salaries ranges set forth in that plan.

Moved by: Dr. A. Peck

Seconded by: Dr. K. Altman

Voting as follows:

Mrs. M. Allen – Aye
Dr. K. Altman – Aye
Mrs. K. Cook – Aye
Dr. E. Fergenson – Aye

Dr. M. Gilbert – Aye
Dr. A. Peck – Aye
Mrs. E. Rochford – Aye
Councilman Patrick Rouse – Aye

The meeting adjourned at 8:10 p.m. Moved by: Dr. Peck. Seconded by Dr. Altman.

The next regular meeting of the
Library Board of Trustees will be
Monday, November 8, 2010
at the Library.

Respectfully submitted,

Gina Webb-Metz
Library Director

Approved: November 8, 2010