

TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
January 9, 2012

The Board of Trustees of the Tenafly Public Library met on January 9, 2012 at 7:30 p.m. at the Library for its regular Board meeting.

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

Absent: Dr. Arthur Peck

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

Board members approved the minutes of the regular Board meeting of December 12, 2011. Moved by Dr. Gilbert. Seconded by Mrs. Cook.

Oath of Office – New Board Members

Mrs. Soon Juhng took the Oath of Office as a member of the Library Board.

The election of Board officers for 2012 was held. The following were nominated:

President – Mrs. Kathleen Cook (moved by Mr. Rouse, seconded by Dr. Gilbert). Elected unanimously.

Vice President – Mr. Patrick Rouse (moved by Mrs. Cook, Seconded by Dr. Gilbert). Elected unanimously.

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

Councilwoman Martha Kerge was appointed by Mayor Rustin for a one-year term as his alternate and Mr. DiGregorio was reappointed by School Superintendent Lynn Trager for a one-year term as her alternate. The Board members thanked Mrs. Kerge for joining the Board and stated that they looked forward to working with her.

Correspondence

Ms. Heather McConnell sent a note thanking the Library for the used books it donated to the library at Sylvia's Place where she is a volunteer.

BCCLS Certification 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 Mabel Allen seconded the motion. Board President Kathleen Cook and Library Director Gina Webb-Metz signed the BCCLS Certification of Agreement.

Treasurer's Report

Dr. Gilbert reviewed with the Board the Library's cumulative financial statements through December, 2011. He noted that he had examined and approved the statements and reported that they were current and accurate. Dr. Gilbert discussed the need to apply Library funds to update the appearance and cleanliness of the Library. The Strategic Planning Committee will address these updates.

Director's Report

Ms. Webb-Metz is finalizing the Library's report to the Mayor and Council. She also distributed an updated "Welcome to the Tenafly Public Library" brochure which incorporated a QR code inserted by Daniel Lane, Head of Public Services. This code allows users to sign up for the Library listserv directly through their smart phones.

President's Report

None

2012 Budget Update

Board members reviewed the updated 2012 Municipal Budget. Ms. Webb-Metz presented for review and approval the 2012 Library Budget. After discussion a motion was made to approve the 2012 Library Budget. Moved by Dr. Gilbert, Seconded by Mrs. Cook and unanimously approved.

Honoring Ellen Rochford's Service to the Library

Mrs. Allen thanked Board members who presented suggestions for the plaque to honor Mrs. Rochford. After discussion the wording was approved, and Ms. Webb-Metz will proceed to order the plaque.

Old Business

None

New Business

None

Citizens' Portion of the Meeting

None

Council Liaison's Report

None

Any Other Business

None

Closed Session

The meeting went into closed session at 8:18 p.m. to discuss a union matter, non-contractual employee health benefits, status of Director's review, and closed session minutes of previous meeting.

The Board returned from closed session and went into open session at 9:08 p.m.

A motion was made to grant a 1.5% increase to Library Director Gina Webb-Metz for Year 2012 and deny an increase in vacation days from 20 to 24 and a reduction in personal days from 6 to 4. Moved by Mrs. Allen. Seconded by Mrs. Cook. Unanimously accepted.

A motion was made to deny Administrative Assistant Ann Marie Connolly reinstatement as a member of New Jersey Employees Labor Union OPEIU Local 32. Her sick leave benefits will remain status quo through the calendar year. Moved by Mr. Rouse. Seconded by Mrs. Cook. Unanimously accepted.

The meeting adjourned at 9:14 p.m. Moved by Mr. Rouse. Seconded by Dr. Gilbert.

The next regular meeting of the Library Board of Trustees will be Monday, February 13, 2012.

Respectfully submitted,

Dr. Martin Gilbert
Secretary/ Treasurer
Tenafly Library Board

APPROVED: February 13, 2012