

Minutes of the Executive Board Meeting

Library Association of Ringwood, Inc.

Monday Jan 27, 2014 7:00PM

Attendance: Andrea Cahoon, Marie Cannici, Rudy Sellitti, Arlene Thorn, Dave Smith, Ed Thomas, Doris Masse

Absent: Heather Nemeth, Karen Marcus.

Call to Order: Marie Cannici called the meeting to order at 7:05 PM and read the following statement: Adequate notice of this meeting was provided to the Suburban Trends, Record, Herald News, WGHT, Channel 77, Borough Manager, and the RPL web site.

Closed Session: Personnel

Rudy Sellitti made a motion to go into closed session at 7:15. Ed Thomas seconded and the motion passed. Library Director Andrea Cahoon excused herself from this portion of the meeting and left the room. The Board came out of closed session at 9:40. Andrea Cahoon joined the meeting at this point.

Public Session: none

Approval of Minutes: Doris Masse moved to accept the minutes of November 25th 2013 and Dave Smith seconded. The motion passed.

Announcements: The library will be closed for Presidents Day. The Director announced that the October minutes are now posted on the website and the November minutes will be posted once approved tonight.

Correspondence: The Director read a thank you letter from the Center for Family Resources for the book shelf and books donated by the Friends, and a note of appreciation for our library services, from a "family of admirers"

Treasurer's Report was postponed until the next meeting due to the late hour.

Director's Report was postponed until the next meeting due to the late

hour. The Director advised the Board of the need for another \$700 to complete the phone system installation with additional phones in the community meeting and conference rooms. It was suggested this come from the Friends account, which was the source of the initial expenditure. Rudy Sellitti moved and Doris Masse seconded the \$700 expenditure from the Friends account. Motion passed.

Old Business:

Building Report: The Director advised the Board that the heating system repair work was major, costing the Borough \$20,000.

Friends of the Library: The Director advised the Board of upcoming fundraisers. She also noted that the Friends minutes will be posted on the library website after approval by the Friends group. The November minutes were received on January 21 and should be posted shortly. All web site updates are batched into monthly updates as they are done offsite by an outside contractor.

New Business:

Authorize 2014 depositories: Rudy Sellitti moved and Doris Masse seconded the list of depositories for Library Association funds in 2014. The motion passed.

2014 Holidays: Rudy Sellitti moved and Ed Thomas seconded the list of 2014 holidays that the Library is closed. The motion passed.

2014 Board meeting dates: Dave Smith moved and Rudy Sellitti seconded the list of Board meeting dates for 2014. The motion passed.

2014 Library Association dues: Rudy Sellitti moved and Doris Masse seconded the library association/friends dues remain at \$5.00. Motion passed.

TD Bank Affinity program: The Director advised the Board that we received our first check from TD Bank, in the amount of \$442.51, as the first year proceeds from the Affinity program

NJLTA membership: Doris Masse and Ed Thomas agreed to be the library's representative members in NJLTA.

Jerilyn Okin memorial: Rudy Sellitti moved and Ed Thomas seconded

the use of the library for a memorial service for Jerilyn Okin, to be held on a Sunday in June, arranged by her husband and family. The motion passed.

Approval of bills: Rudy Sellitti moved to pay the bills as submitted and Ed Thomas seconded. The motion carried.

Closed Session: Rudy Sellitti moved and Doris Masse seconded going into closed session for personnel discussion. Motion passed

Raises for full time employees: Doris Masse moved and Dave Smith seconded granting 2% increases to the 2 full time employees, effective January 1, 2014.

Next meeting: The next meeting date is February 24, 2014 at 7:00 pm for closed session, to be followed by the regular meeting..

Adjournment: Dave Smith made a motion to adjourn at 10:30.

Respectfully submitted,

Doris Masse, Acting Recording Secretary