

**APRIL 25, 2016 MINUTES OF THE REGULAR MEETING
OF THE PARSIPPANY-TROY HILLS LIBRARY BOARD OF TRUSTEES**

I. CALL TO ORDER

President Joseph Weisberg called the meeting to order at 7:00 p.m. in the Board Meeting Room of the Parsippany Library. The purpose of this meeting is for the Library Board of Trustees to take formal action on library business. Notice of this meeting has appeared in the January 8, 2016 issue of the *Daily Record*. Notice has been posted on the bulletin boards in the Municipal Building and the three library branches.

II. ROLL CALL

Present: Roberta Chopko, Herb Levine, Christina Liparini, Rosemarie Merola, Jerrold Moses, Fred Preston, Ellen Waldman, Joseph Weisberg, Jayne Beline

Absent: Mayor James Barberio, Loretta Gragnani, LeRoy Seitz, Felice Pagnotta

III. APPROVAL OF AGENDA

MOTION: To approve the Agenda by Chopko, seconded by Waldman. ***Motion carried.***

IV. APPROVAL OF MINUTES

MOTION: To approve the March 28, 2016 Minutes of the Library Board of Trustees Meeting by Preston, seconded by Chopko. ***Motion carried.***

V. PUBLIC PRESENTATION

The meeting was opened to the public at 7:02 p.m.

A. Friends of the Library – Roberta reported.

The Interim President has resigned. Jayne has written an article for *Parsippany Life*, soliciting volunteers for the organization. She also posted information on the library website and on Facebook. In response to Herb's question, Jayne said the Friends is an autonomous 501(c)(3) organization, created to support the library. Joe assured everyone things will be taken care of in time.

The meeting was closed to the public.

VI. REPORTS

1. Finance

Jayne explained that Roberta (whose name is on the accounts) and she have tried twice to collect current statements for two Wells Fargo bank accounts (a CD in memory of Katherine Martin that has been in existence for 20+ years, which will be closed, and an unemployment account with the State of New Jersey that goes through the bank). Roberta and Jayne have visited the bank to collect the statements but they are still waiting for them.

Jayne discussed what she wrote in her Director's Report under Finance about Assemblyman Webber's negative reaction to Assembly bill A222. In response to NJLA Executive Director Pat Tumulty's encouragement of staff and trustees to promote the benefits that libraries offer communities, it was suggested that a link be placed on the library's website to email two Assemblymen's offices. Jayne will see if NJLA has something ready to post.

2. Buildings and Grounds

Lake Hiawatha Branch Library – Roberta reported that the committee met and the consensus was not to meet with the architect because it still needs agreement on the role of the Lake Hiawatha Branch. There was discussion and review of the plans. Board consensus is to follow the present plan, Option 4. The architect needs to clarify the number of volumes the shelving will hold.

Main Library – Jayne reported that the committee will explore the cost to expand the Makerspace area and configure a second group study room.

3. Personnel

Jayne announced that direct deposit will be mandated for staff over the age of 18 following suit of the Township and other libraries to ensure that employees pay is deposited on time in times of natural disasters.

4. Policy

Jayne reported that Roe and she questioned the attorney about where the solicitation policy belongs and the legality of being able to prohibit solicitation at the library, which is a public building. The attorney said case law supports no solicitation in that a library is a peaceful place where people should not have to be worried about being harassed and this is why the policy should be included in the Disruptive Behavior policy. He quoted three case laws. Unfortunately, we are not sure if the attorney was reviewing the 2008 version of the policy or 2012. Roe and Jayne will get the policy together one more time and it will be brought to the May meeting for approval.

In anticipation of the upcoming election, Joe suggested creating bookmarks for distribution with a quotation of the case law. Jerry suggested posting a sign outside. He also asked to have e-cigarettes included under No. 1 in the Library Rules. Roberta asked that No. 10 be changed to read "exhibit" rather than "emit." Chris suggested that No. 17 be changed to read "Bring animals into the library, except *certified service animals* needed to assist a patron with a *documented* disability..."

5. Technology

Jayne reported that voice over IP for phones is under investigation, seeking information from libraries using it. Jerry said to check the model of the phones to make sure they show SIP (standard internet protocol).

6. Fundraising – Ellen reported that the Library will celebrate its tenth anniversary in this building this year and the committee is planning a Friday Gala event for November 4. The event will include a cocktail hour and tenth anniversary opportunities for giving. The speaker services of a nationally known author are being sought. Ellen has contacted Harlan Coben, re-

ferred by her uncle, but has not heard anything. She will pursue Kimberly McCreight. It was suggested to check the authors' or speakers' websites.

The committee will meet again and a report given at the next board meeting.

VII. UNFINISHED BUSINESS

A. Questions Concerning the Director's Report – There were no questions.

VIII. NEW BUSINESS

A. Approval of Director's Bulletin

MOTION: To approve the Director's Bulletin, Number 202, dated April 25, 2016, by Moses, seconded by Merola.

AYES: Chopko, Levine, Liparini, Merola, Moses, Preston, Waldman, Weisberg

IX. ADJOURNMENT

MOTION: To adjourn the meeting by Moses, seconded by Waldman. **Motion carried.**