

**2/24/20 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 7:02PM 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 20, 2020, issue of the *Daily Record*. Notice has been posted on the bulletin board in the municipal building and the three library branches.

II. ROLL CALL

Present: Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Mary Kane, Sushmita Sharma, Joseph Weisberg, Emily Peterson, Jayne Beline

Excused: Ellen Waldman, Hait Leuva

III. APPROVAL OF AGENDA

MOTION: To approve the agenda made by Fred Preston and seconded by Rosemarie Merola. *All ayes. Motion carried.*

IV. APPROVAL OF THE MINUTES

MOTION: To approve the 1/27/20 Minutes of the Library Board of Trustees Meeting made by Rosemarie Merola and seconded by Fred Preston. *All ayes.*

V. PUBLIC HEARING

The meeting was opened to the public at 7:05PM.

A. Friends of the Library

Fred Preston and Jayne Beline reported for the Friends.

1. So far, over \$1500 has been raised from the Prom Dress Sale.
2. There was a discussion about perhaps changing the Prom Dress Sale name to "Evening Wear" so that it would attract mature buyers.
3. The Children's Book Sale raised \$100.

VI. REPORTS

A. Finance

Fred reported the Board has to vote on the Budget. The vote will be attached to the Director's Bulletin.

B. Buildings and Grounds

Jayne reported that she heard from the architect with the budget figures for the Lake Hiawatha library construction. The architect fees, project manager fees and furniture were included in the costs.

On March 3rd there will be a council meeting and the Library will request one-to-one matching of funds. The cost is approximately \$6 million, so the Town match would be approximately \$3 million.

The new parking lot must be designated "library use only" in order for this expenditure to qualify for grant funds.

Jayne reviewed the handouts of the Demolition, New Construction, and Parking Lot costs.

C. Personnel

The Board met before the actual Board meeting to discuss Jayne Beline's yearly evaluation. It was determined that she meets the highest standards for an increase in pay.

D. Policy

No new policies.

E. Technology and Strategic Planning

The Strategic Plan Initiative by Prince Leadership was discussed. Herb Levine said that the proposal product appeared to be very much like a business plan. Jayne recommended this plan would start in late fall. Jayne also suggested that the Board invite a Prince representative to come to a future Board meeting to conduct a presentation of their ideas.

VII. UNFINISHED BUSINESS

There was a discussion about when to have the dedication of the Mimi Letts meeting room. Suggested dates for the dedication are 3/16 or 3/18.

There were no questions concerning the Director's Report.

VIII. OLD BUSINESS

There was no old business.

IX. NEW BUSINESS

A. Approval of Director's Bulletin

A motion to amend the Directors Bulletin to include the two budget proposals, the two resolutions for council, and a 2% raise for Jayne Beline was made by Fred Preston and seconded by Joe Weisberg.

AYES: Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Mary Kane, Sushmita Sharma, Joseph Weisberg

There was a motion to vote on the amended Bulletin by Herb Levine and seconded by Fred Preston.

AYES: Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Mary Kane, Sushmita Sharma, Joseph Weisberg

MOTION: To approve the Directors Bulletin Number 242 dated 2/24/20 was made by Herb Levine seconded by Joseph Weisberg.

AYES: Rosemarie Merola, Fred Preston, Herb Levine, Mary Kane, Ilana Scherer, Sushmita Sharma, Joseph Weisberg

The next Library Board meeting will be on March 23, 2020 at 7PM.

X. ADJOURNMENT

MOTION: To adjourn the meeting at 7:40PM made by Rosemarie Merola and seconded by Joe Weisberg. **Motion carried.**