

**9/21/20 MINUTES OF THE REGULAR MEETING
OF THE PARSIPPANY-TROY HILLS LIBRARY BOARD OF TRUSTEES**

I. CALL TO ORDER

The Library Board held an in-person meeting on Monday, September 21, 2020. Notice of this meeting was posted in the Daily Record.

The meeting was called to order at 7PM.

II. ROLL CALL

Present: Herb Levine, Hait Leuva, Rosemarie Merola, Fred Preston, Sushmita Sharma, Joseph Weisberg, Ellen Waldman, and Jayne Beline. Hait Leuva arrived late due to library security issues. Mary Kane attended via Zoom.

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

MOTION: To approve the 7/27/20 Minutes of the Library Board of Trustees Meeting made by Joseph Weisberg and seconded by Fred Preston. **All ayes. Motion carried.**

V. REPORTS - PUBLIC HEARING

A. Friends of the Library

Roe Merola reported that the Friends will host an outside book sale on Saturday, 9/26. At Jayne's request, the Friends donated \$7,000 to the Library.

B. Finance

The Auditor is hoping to have the draft report printed soon so that the Finance committee can meet and discuss the report before Jayne retires.

We just received the email that the Township is scheduling a preliminary budget hearing with the Mayor, new CFO, and Business Administrator in October. The Board will determine who will attend. Jayne will send talking points to the Board and Cindy Czesak.

C. Buildings and Grounds

The HVAC contract proposal is up for renewal for the Main Library. The Board decided to renew the contract with JMB Mechanical.

The grant announcement will be made in November.

We are still doing curbside at the Lake Hiawatha branch. This includes curbside notary and curbside printing services. We are not opening the Tabor branch yet.

Jayne contacted Douglas Zucker trying to get the lease settled before she leaves. Douglas has not yet heard back from Joe O'Neill, the attorney for the CMA.

D. Personnel

The Board will be voting on several personnel issues including:

1. Formally approving Cindy Czesak's contract
2. Adjusting Page salary to conform to the law
3. Raising a library assistant's salary so that it is in line with what a Senior Library Assistant should be paid

E. Policy

We have two groups of policies in discussion: one group includes changes to existing policies and the other includes new policies suggested by Douglas Zucker.

VI. **NEW BUSINESS**

A. Approval of Director's Bulletin

MOTION: To approve the Directors Bulletin Number 247 dated 9/21/20 made by Roe Merola and seconded by Fred Preston. **Majority ayes. Motion carried.**

Joseph Weisberg voted "no" on the Workplace Harassment Policy.

VII. **ADJOURNMENT**

MOTION: To adjourn the meeting made by Fred Preston and seconded by Joseph Weisberg. Meeting adjourned at 8:00PM. **Motion carried.**