

1/25/2021

**MINUTES OF THE REGULAR MEETING**

**OF THE PARSIPPANY-TROY HILLS LIBRARY BOARD OF TRUSTEES**

**I. CALL TO ORDER**

President Ellen Waldman called the meeting to order at 7:01 pm. 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 Parsippany Library Website, [parsippanylibrary.org](http://parsippanylibrary.org)

**II. ROLL CALL**

Present: Rosemarie Merola, Fred Preston, Herb Levine, Hait Leuva, Ilana Scherer, Sushmita Sharma, Joseph Weisberg, Cindy Czesak

**III. APPROVAL OF AGENDA**

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

**IV. APPROVAL OF THE MINUTES**

**MOTION:** To approve 12/21/20 Minutes of the Library Board of Trustees Meeting made by Ellen Waldman and seconded by Fred Preston.

Fred Preston has been reappointed to the Board.

**V. PUBLIC HEARING**

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

**A. Friends of the Library**

Rosemarie Merola reported for the Friends.

1. The 2021 Membership drive will begin this month.
2. The current promotion at The Little Nook is "Blind Date with a Book".

## VI. REPORTS

### A. Finance

Cindy reported for finance. An operating budget has been adopted but not a revenue budget, because the balance remaining from 2020 has just been determined. There are funds remaining from the 2020 Operating Account. Herb asked if these funds could be used toward the Lake Hiawatha construction.

### B. Buildings and Grounds

Fred reported that most of the items for Building and Grounds was covered in the Directors Report. It is important to secure the architect, project manager and the surveyor. Cindy feels that there should be a motion to formally accept the grant. Herb asked if the Board could talk more about the architects plans.

Cindy sent the Building Committee the architect's proposal and Douglas Zucker's rider.

### C. Personnel

Melissa Okerblom resigned to take a Director Position at Rockaway Boro Library. Cindy reminded Melissa that she needed to give a resignation letter to remain in good standing.

A motion to go into Executive Session at 7:15pm was made by Fred Preston and seconded by Herb Levine.

There was a Motion to come out of Executive Session at 7:24 by Fred Preston and seconded by Herb Levine.

### D. Policy

Cindy talked with Korin and Kristin at the Lake Hiawatha Branch about how to provide open door service. Much of this discussion was covered in the Director's Report. Furniture will need to be moved to create a larger space.

Limited browsing

20 minute appointments

No computers

No specific opening date yet

Ellen also proposed keeping the existing committees as they are. The Board needs to let Ellen know if they want to make a change.

E. Technology and Strategic Planning

No Report

**VII. UNFINISHED BUSINESS**

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

Cindy suggested that the Board officially accept the Grant.

A. Approval of Director's Bulletin

This includes the promotions and salary increases.

**MOTION:** To approve the Directors Bulletin Number 251 dated 1/25/21 made by Fred Preston and seconded by Herb Levine.

**AYES:** Rosemarie Merola, Fred Preston, Herb Levine, Hait Leuva, Ilana Scherer, Sushmita Sharma, Joseph Weisberg, Ellen Waldman

Fred will stamp the checks tomorrow and received Hait's permission to use his stamp as well.

**ADJOURNMENT**

The next meeting will be via Zoom on February 22, 2021

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