

3/22/21

**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 7:00pm. 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

II. ROLL CALL

Present: Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Joseph Weisberg, Ellen Waldman, Emily Peterson, Cindy Czesak

Excused: Hait Leuva, Dana Sarno/Mary Kane, Sushmita Sharma

III. APPROVAL OF AGENDA

Extending the fine free period will be added to the agenda

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

IV. APPROVAL OF THE MINUTES

MOTION: To approve 2/22/21 Minutes of the Library Board of Trustees Meeting made by Herb Levine and seconded by Fred Preston.

ROLL CALL: Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Joseph Weisberg, Ellen Waldman

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 Board should have received the letter from Friends to become a member.
2. Friends is looking for a restaurant to have a fundraiser.
3. Friends is hoping to have a Book Bag Sale in May.

V. REPORTS

A. Finance

Cindy spoke about one issue regarding the designated carry over from last year. The amount of \$402,926.97 is higher than usual. Cindy hesitates to add this amount to the operating budget.

Rosemarie asked about the Brookside donations that go into a donation account.

It was discussed that the money should be saved for any type of leads expenses. The Board must decide where this money should go.

Cindy mentioned that the Per Capita State Aid report can be sent to any Board member that wants to see it.

B. Buildings and Grounds

Fred reported that the architect will design for leads but someone else must approve the finances. A project manager will need to be approved in the May meeting. An architect contractor was approved. The Building and Grounds committee will need to meet with the architect and the Lake Hiawatha staff, Supervisors and Melissa Kuzma. Cindy said she would try to set up these meetings.

C. Personnel

Cindy said Melissa Kuzma will start on April 5, 2021. Melissa came to the library and met with Cindy to go through the building. Cindy also discussed with Melissa the open positions that she will need to fill.

Lake Hiawatha started limited browsing. The Library is open longer hours now.

Cindy wrote a letter to Ilana Scherer regarding the re-opening plan which she shared with the Mt. Tabor community meeting. There were questions about the back rent which the lawyers have agreed on making payment in kind. The community was very happy to hear that. The Board made it clear that Mt. Tabor would not be closed. The Mayor stated that he would not approve anyone to the Board that would be in favor of closing Mt. Tabor.

D. Policy

No Report

E. Technology and Strategic Planning

No Report

VI. UNFINISHED BUSINESS

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. Approval of Director's Bulletin

Be it resolved that the Library will extend fine free status for all loans until May 3, 2021.

MOTION: To approve the Directors Bulletin Number 253 dated 3/22/21 made by Herb Levine and seconded by Joseph Weisberg.

AYES: Rosemarie Merola, Fred Preston, Herb Levine, Ilana Scherer, Joseph Weisberg, Ellen Waldman

ADJOURNMENT

The next meeting will be via Zoom on April 26, 2021

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