

1/24/22

**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 6:30pm. 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, Dennis Mulroony, Hait Leuva , Sushmita Sharma, Joseph Weisberg, Frank Neglia, Ellen Waldman, Melissa Kuzma
Excused:

III. APPROVAL OF AGENDA

MOTION: To approve the agenda made by Dennis Mulroony and seconded by Herb Levine **All ayes. Motion carried.**

CLOSED EXECUTIVE SESSION

MOTION : to go into Closed Executive Session at 6:35pm by Dennis Mulroony and seconded by Fred Preston.

MOTION : to come out of closed session at 6:50pm by Fred Preston and seconded by Hait Leuva.

IV. APPROVAL OF THE MINUTES

MOTION: To approve 12/20/21 Minutes of the Library Board of Trustees Meeting made by Herb Levine and seconded by Hait Leuva.

All Ayes

Roll Call: Rosemarie Merola, Fred Preston, Dennis Mulroony, Hait Leuva, Joseph Weisberg, Ellen Waldman

Excused: Sushmita Sharma, Herb Levine

V. PUBLIC HEARING

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

Friends of the Library

Rosemarie Merola reported for the Friends.

1. Friends sent out applications for membership
2. There will be a book and media drive.

3. Bag sale in March
4. The dress sale has been cancelled.

VI. REPORTS

A. Finance

Melissa reported that the Town told the library that they owed \$28,000 for Health Benefit costs. The library was given no prior notice about this.

The Board discussed this and Frank Neglia asked questions about who at the Town told the library they owed this money. He also suggested the library not pay at this time but instead request a meeting with the Mayor to discuss.

B. Buildings and Grounds

Melissa updated the Board on the Lake Hiawatha project.

Direct Install program (LED lighting, HVAC etc) will cost about \$258,000. One Half of this would be paid for by a grant program. The balance would be paid by the library over a 3year period which would be about \$3500 per month. The Library does not have the budget for this. Melissa did go to the Town last October and did a budget presentation where this was discussed. Frank Neglia offered to send to Melissa names of companies that will change the lights to LED for a better budget payout.

C. Personnel

A Part Time Reference Librarian was hired.

There were two more resignations;

Head of Childrens Services and Part Time Library Assistant.

The library now has 4 job openings.

Melissa asked the Board to approve a salary increase for Karen O'Malley.

Considering going paperless for paychecks.

D. Policy

Rosemarie reported there three policies to approve:

Studio Room Policy (new)

Holiday Leave (revision)

Quarantine/Travel Policy (revision)

VII. UNFINISHED BUSINESS

Any questions about Directors Report

VIII. OLD BUSINESS

IX. NEW BUSINESS

- Official newspapers, official banks, State Contract Vendors list, and approval for Library Director to negotiate and approve contracts up to \$15,000
- Rate increase for attorney Douglas Zucker
- Adjust billing for project manager
- Vote on resolution to sign agreement with Connie Bermudez
- Adopt-A-Book for Emily Peterson

Election of officers:

Renominated the officers for two more years

President: Ellen Waldman

Vice President: Fred Preston

Treasurer: Hait Leuva

Secretary: Rosemarie Merola

Roll Call: Rosemarie Merola, Fred Preston, Herb Levine, Hait Leuva,

Dennis Mulroony, Sushmita Sharma, Joseph Weisberg, Ellen Waldman

A. Approval of Director's Bulletin

MOTION: To approve the Directors Bulletin Number 262 dated 1/24/22 made by Hait Leuva and seconded by Herb Levine.

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

Approve Resolutions:

- To Name Authorized Banks
- Naming Official Newspapers for 2022
- To Approve State Contract Purchases
- Authorization to Make, Negotiate and Award Contracts
- Connie Bermudez tuition reimbursement agreement

Roll Call: Rosemarie Merola, Fred Preston, Herb Levine, Hait Leuva,

Dennis Mulroony, Sushmita Sharma, Joseph Weisberg, Ellen Waldman

ADJOURNMENT

The next meeting will be 2/28/22

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