

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

**MINUTES OF WORK SESSION MEETING
September 14, 2009**

OPEN

Jamie Silverman opened the public meeting at 7:14 P.M. in accordance with New Jersey Open Public Meeting Act.

ROLL CALL

Present: Jamie Silverman, Doris Wechtler, Louise Gerardi, Lori Sproviero, Timothy Mooney, and Mayor Mola

Absent: Suzanne Roberson

DISCUSSION ITEMS

AUDIT REPORT

Bobbie Protono commented that the audit report recommendation “to have all financial transactions posted to general ledger and to have monthly bank reconciliations” are no longer issues. Norma Shaloub, our new bookkeeper, has all transactions posted and up-to-date. She also reconciles all bank accounts monthly.

The audit report also recommends that the library board establish an annual salary resolution. Jamie Silverman noted that the library approved a three-year salary resolution.

STATE AID

\$17,506 is the estimated amount Elmwood Park will receive in state aid. This is \$1,685 less than last year’s amount.

Jamie Silverman mentioned that the Board of Trustees will be required to attend three hours of training to be eligible for state aid next year.

Bobbie Protono notified Victoria Rosch, the state librarian, that all of our trustees work full-time and are not available to attend trustee training sessions. Our request for exception this year was approved. However, if this requirement is not met next year, Elmwood Park will lose 100% of state aid.

Mayor Mola suggested that Senator Gordon be contacted to help resolve the problem.

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LIBRARY ASSISTANT

Bobbie Protono and Andrew Marrone interviewed candidates for the Library Assistant position. They were looking for someone who was able to work from 2-5 weekdays, a rotating Saturday, and evenings if needed. They recommend hiring Nicole Sarullo, an Elmwood Park resident and a student at Paramus Catholic. Nicole has volunteered at the library for more than a year. She interacts well with the staff. Bobbie will check with Frank Santora to determine a starting salary.

2010 HOLIDAY CLOSINGS

Bobbie Protono distributed the list of holiday closings for 2010 for the board to confirm. This information is required by BCCLS on or before November 1, 2009 so that the circulation database can be updated for next year.

Jamie Silverman will verify the state holidays before the September 21st board meeting.

Lori Sproviero suggested that we delete the line that indicates the library is closed Sunday, September 5, the Sunday before Labor Day, since this information is stated on the bottom of the document.

OTHER ITEMS

Mayor Mola mentioned that a teacher asked him why the library is closed on Monday nights since school is back in session. As a result of the teacher's comment, there was a discussion about the possibility of offering additional library hours on Monday evenings. The need for additional staff was discussed. Bobbie Protono will discuss the issue with Andrew Marrone and report to the board at the September 21st meeting. Bobbie will also fax Mayor Mola a copy of the library's hours. He will forward the information to the concerned teacher.

Mayor Mola noted that there was no one from the public present at the Work Session.

MEETING ADJOURNED

Jamie Silverman adjourned the public meeting at 7:41 P.M.