

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

**MINUTES OF MEETING
January 21, 2009**

OPEN

Jamie Silverman opened the public meeting at 6:45 P.M. in accordance with New Jersey Open Public Meeting Act.

ROLL CALL

Present: Jamie Silverman, Joseph Kipilla, Doris Wechtler, and Louise Gerardi.

Absent: Jennifer Carlin, Mayor Richard Mola, Timothy Mooney, Suzanne Roberson, and Joseph Cassapula

MINUTES

Jamie Silverman made a motion to accept the minutes of the December 15, 2008 public session and the Work Session January 12, 2009 minutes

Second: Joseph Kipilla

Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, and Louise Gerardi

FINANCIAL REPORTS

A. BILLS LIST

No questions were raised

B. BUDGET COMPARISON

No Budget Comparison was submitted because it is still being updated.

C. TRIAL BALANCE

The bookkeeper reported that the total on the trial balance is correct. However, when the payroll bank reconciliations are up-to-date part of the payroll account will move to the salary account.

Jamie Silverman asked that the bookkeeper explain the income interest (500: 505) amount of \$50,225.83 listed on the Trial Balance report. Bobbie Protono will ask the bookkeeper and report back to the board at the next meeting.

Jamie Silverman questioned the \$48,135.98 spent on adult books since we are not budgeted for that amount.

Jamie Silverman made a motion to accept the Trial Balance and the Bill's List in the amount of \$11,135.63.

Second: Louise Gerardi

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Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, and Louise Gerardi

DIRECTOR'S REPORT

A clarification was given regarding Greg Witkowski's employment status. He has been reinstated as an employee for weekend snow removal.

DPW will handle snow plowing and shoveling and salting walkways on weekdays.

The information that Alyssa Schlett provided for summer Story Time programs was discussed. Alyssa was asked to submit a plan for our library for the summer. The list submitted is not a plan. It is simply a list of programs that are typically offered in libraries.

Bobbie Protono already has a special program scheduled for each Saturday in the summer for children.

Doris Wechtler suggested a monthly book club for older children. At this time we do not have enough staff to implement such a program.

REFERENCE LIBRARIAN REPORT

There was no discussion of this report.

CIRCULATION REPORT

There was no discussion of this report.

DISCUSSION ITEMS

Full-time to Part-time Position: Jamie Silverman made a motion to change the Library Assistant position held by Alyssa Schlett from a full-time Library Assistant position to a part-time Library Assistant position at \$11.00 per hour. Alyssa Schlett will be an hourly employee for no more than 19 hours per week effective January 26, 2009.

Second: Joseph Kipilla

Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, Louise Gerardi and Suzanne Roberson who approved via conference call.

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Board of Trustees Officers Nominations and Vote:

Jamie Silverman nominated Doris Wechtler for secretary

First: Louise Gerardi

Second: Suzanne Roberson (via conference call)

Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, Louise Gerardi and Suzanne Roberson who approved via conference call.

Jamie Silverman nominated Suzanne Roberson for treasurer

First: Doris Wechtler

Second: Louise Gerardi

Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, Louise Gerardi and Suzanne Roberson who approved via conference call.

Louise Gerardi nominated Jamie Silverman for President

First: Doris Wechtler

Second: Joseph Kipilla

Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, Louise Gerardi and Suzanne Roberson who approved via conference call.

Doris Wechtler nominated Louise Gerardi for Vice President

First: Jamie Silverman

Second: Suzanne Roberson (via conference call)

Approved: Jamie Silverman, Joseph Kipilla, Doris Wechtler, Louise Gerardi and Suzanne Roberson who approved via conference call.

MEETING ADJOURNED

Jamie Silverman adjourned the public meeting at 7:10 P.M.