

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

**MINUTES OF MEETING
July 18, 2016**

OPEN

Joe Suplicki opened the public meeting at 7:10 P.M. in accordance with New Jersey Open Public Meeting Act.

ROLL CALL

Present: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

Absent: Doris Wechtler, Richard Trawinski, Mayor Mola, and Jill Torrento

APPROVAL OF MINUTES

June 20, 2016

Joe Suplicki made a motion to accept the June 20, 2016 minutes

First: Robert Manginelli

Second: Joe Suplicki

Approved: Joe Suplicki and Robert Manginelli

Abstain: Kathleen Policano and Jamie Silverman

FINANCIAL REPORTS

June 2016 Trial Balance

Joe Suplicki made a motion to accept the June 2016 Trial Balance

First: Robert Manginelli

Second: Kathleen Policano

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

June 2016 Bill's List

Joe Suplicki made a motion to accept the June 2016 Bill's List in the amount of \$18,718.83

First: Kathy Policano

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

OTHER REPORTS

Joe Suplicki made a motion to accept the June 2016 Director's Report

First: Kathleen Policano

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

- Robert Manginelli asked about the Envisionware software which monitors/organizes internet use so all patrons have equal access to the internet.

Joe Suplicki made a motion to accept the June 2016 Reference Report

First: Robert Manginelli

Second: Kathleen Policano

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

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Joe Suplicki made a motion to accept the June 2016 Circulation Report

First: Robert Manginelli

Second: Kathleen Policano

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Raises (previous raise July, 2014)

Joe Suplicki made a motion to give employees a 2% raise as of July 1, 2015 and an additional 2% raise as of July 1, 2016.

First: Robert Manginelli

Second: Jamie Silverman

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

BCCLS Job Pool List

Joe Suplicki made a motion to authorize hiring substitutes on an as needed basis from the approved BCCLS Job Pool List at a rate of \$15.00 per hour.

First: Kathleen Policano

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

- There was a discussion about the need for substitutes to cover for sick or vacationing staff members. Everyone listed on the Job Pool List is employed at a BCCLS library.

Walgreen's Flu Shots

The trustees did not approve the request of Walgreen's Pharmacy to offer flu shots at the library.

RSC Architects Proposal for Additional Services: Storm Sewer Repairs and Electrical Service

- There was a discussion of the architect's email regarding the need for an electrical upgrade as part of the building project.
- Adjustments to the architect plans in order to provide the additional money needed for the electrical upgrade were discussed.

Library Attorney

Joe Suplicki made a motion to hire Michael Cerone on an as needed basis at a rate of \$200.00 per hour.

First: Kathy Policano

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Kathleen Policano, and Jamie Silverman

PUBLIC COMMENTS

Jeffrey Freitag 35 Hillman Drive

- Mr. Freitag commented on the 2% retroactive salary increase
- Mr. Freitag commented on the library budget

MEETING ADJOURNED

Joe Suplicki adjourned the public meeting at 8:11 P.M.