

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

**MINUTES OF MEETING  
June 20, 2016**

**OPEN**

Joe Suplicki opened the public meeting at 7:00 P.M. in accordance with New Jersey Open Public Meeting Act.

**ROLL CALL**

**Present:** Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, and Mayor Mola

**Absent:** Kathleen Policano, Jamie Silverman, and Jill Torrento

Prior to the regular meeting, Mr. Jeff Schlecht from RSC Architects presented an update on the progress of the building project. Mr. Schlecht discussed the following: design progress, roof warranties, a budget summary, schedule of project phases, and plans for implementing the project: relocation of books, furnishings, test pits, plans for staff during construction. The discussion was to provide technical information to prepare for bidding documents. Mr. Schlecht indicated that the project is on target for documents to be completed by mid July. They will be able to go out to bid so that a contract can be awarded by the end of summer.

- Doris Wechtler suggested a configuration for the second floor that would better utilize existing space. She suggested that the area could be sound proof to accommodate programs without disrupting library business.
- Mr. Schlecht agreed that Mrs. Wechtler idea is a good one, but he said it is not practical due to costs and the tradeoffs that would be needed to implement the plan. He also said that the plan would not gain any more space.
- Doris Wechtler noted that the trustees were not aware that the architect would be at this meeting. She would like to have had the opportunity to discuss the plan with the trustees before Mr. Schlecht returned for a meeting. This meeting with Mr. Schlecht was not on the agenda.
- Mr. Trawinski stated again that he has not been given any data to support the need for an addition to the library. He requested information on how the existing library space can be better utilized before moving to put on an addition. Mr. Trawinski asked to see numbers/statistics that warrant an addition to the library.
- Mr. Schlecht reviewed the details of roof repair vs. roof replacement.
- Mr. Schlecht said that the library would be closed for 3-5 months during construction.
- Mr. Trawinski said that there are still open questions regarding the design.
- Mr. Trawinski asked that the vote taken to approve the design be reconsidered. He accepted that the vote to accept was valid, but he said that those who voted to abstain did not realize what their vote would mean.

Mr. Trawinski left the meeting at the conclusion of Jeff Schlecht's presentation. He was not present to participate in the posted regular meeting agenda.

## **MINUTES OF MEETING June 20, 2016**

Page Two

### **APPROVAL OF MINUTES**

#### **May 16, 2016 ( Special Meeting)**

Joe Suplicki made a motion to accept the May 16, 2016 minutes of the special meeting with architect Jeff Schlecht

First: Mayor Mola

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

#### **May 16, 2016 ( Regular Meeting)**

Joe Suplicki made a motion to accept the May 16, 2016 minutes

First: Mayor Mola

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

- Doris Wechtler stated that tonight's meeting with the architect was not on the agenda. The meeting should have been advertised and scheduled as a special meeting. The minutes of the May 16, 2016 meeting stated that Mr. Schlecht would give a follow-up presentation within about 5 weeks. Mayor Mola agreed to call a special meeting.
- Borough attorney, Brian Giblin, previously represented the library. Doris Wechtler said that at the time the trustees hired a separate attorney there was a conflict of interest which would have prohibited Mr. Giblin from representing the library. However, since there is currently no conflict Mr. Giblin should again represent the library. Mayor Mola said that the Council voted that Mr. Giblin does not have to represent the library.

### **FINANCIAL REPORTS**

#### **May 2016 Trial Balance**

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

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

#### **May 2016 Bill's List**

Joe Suplicki made a motion to accept the May 2016 Bill's List in the amount of \$52,407.82

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

### **OTHER REPORTS**

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

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

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

First: Doris Wechtler

Second: Mayor Mola

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

## **MINUTES OF MEETING June 20, 2016**

Page Three

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

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, and Mayor Mola

### **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

#### **Raises (previous raise July, 2014)**

Raises for the library staff will be determined at the July 18, 2016 meeting after the trustees review the current salaries of the employees and the impact a 2% salary increase would have on the library budget.

- Doris Wechtler stated that since the borough employees get raises every year, the library employees should receive the same raise. Mrs. Wechtler also recommended that library employee raises be retroactive.
- There was a discussion regarding the library budget requested by the auditors.

#### **Library Attorney**

The trustees tabled the discussion regarding the library attorney. They did not receive, in writing, the requested information regarding the borough attorney representing the library.

#### **Full Time Children's Program Coordinator**

The trustees agreed to table this discussion until after the construction/renovation project is completed.

### **PUBLIC COMMENTS**

Joe Dombrowski 274 Lincoln Avenue

- Councilman Dombrowski commented on the trustees request to have the borough attorney represent the library. He said that the council did not take a vote on this issue. Mr. Dombrowski said that Mr. Giblin advised that there might be a conflict of interest since Mr. Giblin handles all borough issues. However, he does not believe that there is any conflict of interest at this time.
- Councilman Dombrowski was surprised to hear that some trustees were denied access to the architect. Mr. Dombrowski said that anyone who is a trustee should have access to the architect or anyone else doing business with the library. Trustees should be able to talk to anyone on behalf of trustees or with their own concerns. Mr. Dombrowski noted that in spite of resolutions to have trustees informed before meeting, the trustees did not have an opportunity to speak to architect before tonight.

### **MEETING ADJOURNED**

Joe Suplicki adjourned the public meeting at 8:30 P.M.