

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

**MINUTES OF MEETING
May 16, 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, Jill Torrento, and Mayor Mola

Absent: Kathleen Policano and Jamie Silverman

Mayor Mola made a motion to suspend the regular meeting in order to conclude the special meeting with Jeff Schlett from RSC.

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

- Mr. Schlecht explained the construction document and the need to involve his technical consultants (civil engineer, structural engineer, plumbing etc)
- The projected completion date for the design document is July 15, 2016
- Richard Trawinski wanted to know the total cost of the project including costs that are not reflected in the design documents
- There was a discussion regarding roof repair or roof replacement.
- Richard Trawinski asked to see the actual warranty that would be offered for the roof repair/replace. He wants to verify what responsibilities the library would have should they accept a roof repair warranty as opposed to a new roof warranty.
- Mr. Schlecht discussed technology upgrades that are included in the building plan
- Mr. Schlecht will provide a copy of the building plan that will remain in the library for all to see
- Mr. Schlecht said that he can give a progress report within about 5 weeks if given the go-ahead. Mayor Mola will call a special meeting
- There was a discussion about the trustees' access to the architect. It was agreed that the architect will give information only to Joe Suplicki. Joe will then disseminate the information to all trustees.
- There was a discussion regarding the logistics of closing the library and storing books when the construction begins

Richard Trawinski made a motion to open the meeting to the public.

Second: Doris Wechtler

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

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PUBLIC COMMENTS

- Councilman Vuoncino asked about the cost and responsibility of moving and storing media.
- Councilman Vuoncino asked for clarification on the maintenance warranty regarding roof repair vs. roof replacement
- Councilman Vuoncino asked about any updates to technology that are included in the building plan.

Robert Manginelli made a motion to accept the basic premise of the architect's drawing.

Second: Joe Suplicki

Approved: Robert Manginelli, Joe Suplicki, and Mayor Mola

Not Approved: Richard Trawinski

Abstain: Doris Wechtler and Jill Torrento

APPROVAL OF MINUTES

April 18, 2016

Joe Suplicki made a motion to accept the April 18, 2016 minutes

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

FINANCIAL REPORTS

April 2016 Trial Balance

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

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

April 2016 Bill's List

Joe Suplicki made a motion to accept the April 2016 Bill's List in the amount of \$12,127.60

First: Robert Manginelli

Second: Doris Wechtler

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

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OTHER REPORTS

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

First: Robert Manginelli

Second: Doris Wechtler

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

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

First: Doris Wechtler

Second: Richard Trawinski

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

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

First: Richard Trawinski

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Confirm Hourly Rate for Revised Employee Schedule

(From Full Time to Part Time)

Joe Suplicki read the following motion:

- Effective May 23, 2016 Greg Witkowski's schedule will be reduced from full time to part time. He will work up to 25 hours per week at an hourly rate of \$17.15. There are no medical benefits with part time positions.

First: Doris Wechtler

Second: Robert Manginelli

Approved: Joe Suplicki, Robert Manginelli, Doris Wechtler, Richard Trawinski, Jill Torrento, and Mayor Mola

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.

MEETING ADJOURNED

Joe Suplicki adjourned the public meeting at 7:49 P.M.