



**BOARD OF TRUSTEES
MINUTES OF BOARD MEETING HELD ON OCTOBER 26, 2016**

PRESENT:

Warren Vegh, President
Diane Parr, Vice President
Barbara Mosca, Secretary
Carol Arnone, Trustee
Kathleen Dwyer, Trustee Appointee

Michael Simon, Library Director
Jill Lessard, Administrative Assistant
Ralph Madalena, Attorney

ABSENT WITH NOTICE:

Barbara Mosca, Trustee

- Trustee Vegh called the meeting to order at 7:09 p.m.
- **Item I : The Minutes from September 14, 2016** were moved for approval by Trustee Parr, seconded by Trustee Arnone, and unanimously approved.
- **Item II : The Approval of Bills and Schedules 1038, 1039, 1040, and 1041** were moved for approval by Trustee Parr, seconded by Trustee Arnone, and unanimously approved.
 - *Of Note: In September, there was a charge to the Library Citibusiness Account on the credit card belonging to former director George Trepp, by a vendor that had the card on file. The vendor has since been advised to remove the credit card from its records, and the card itself has been deactivated.* ●

Prior to moving onto the Director's Report, Trustee Vegh requested a motion to appoint Kathleen Dwyer to the Board to take the place of Trustee Greenberg, who resigned at the September 16, 2016 Board Meeting. Motioned by Trustee Arnone, seconded by Trustee Parr, and unanimously approved. Trustee Dwyer was then administered the Oath of Office and sworn in by Trustee Vegh.

- *Of Note: The length of Trustee Dwyer's term was indeterminate pending a review of the By-laws* ●

- **Item III : Director's Report** The Director presented his report -
 - ❖ The 2016 14th Annual Jazz Festival averaged 193 patrons per set over the 4 days with a total of close to 2700 attendees; the 2016 LB Roxx Festival averaged almost 300 patrons per day over its 2 day run. The Director pointed to the high turnout as a good reason to continued sponsorship of these festivals in the future.
 - ❖ The LB Civil Service status – All three (3) tests have been accepted and tests have been distributed. Deadline for submission is 10/31. LB Civil advised that they will have lists ready for all three tests by mid-November.
 - ❖ Strategic Planning is moving along slowly due in large part to the very busy schedule of facilitator Carolyn Ashby, but it is moving along. The Director met with Ms. Ashby; using



**BOARD OF TRUSTEES
MINUTES OF BOARD MEETING HELD ON OCTOBER 26, 2016**

her feedback he has now beginning the process of identifying general goals from the data and input received. At the completion of that process, he and other Library staff will examine said goals and come up with a strategy to implement them. He advised the Board the he should have a written document with goals, objectives, activities and a time frame, ready for their review within the next three (3) months.

- ❖ The Library received a \$250 “in memoriam” donation for local resident Melodee Gabler, who recently passed. Her family requested that in lieu of flowers, donations could be made to the LBPL or the Wounded Warriors. The Board voted unanimously to accept the donation, motioned by Trustee Parr and seconded by Trustee Arnone.
 - *Of Note: Trustee Vegh expressed the Board’s welcome to Attorney Ralph Madalena, returning to for his second year of service to the Library* ●
- ❖ Flipster is doing very well; from July to September the Library had 726 hits to 242 different magazine issues.
That concluded the Director’s report.

➤ **Item IV : Staff Reports** Staff Reports were included for review in the Director’s Report.

➤ **Item V : Correspondence** There were no correspondence items.

➤ **Item VI : Old Business**

1. Carpet for YS Office - the Director advised that the Library is still gathering pricing and figuring out logistics for this item.
 - *Of Note: Trustee Arnone volunteered to try and negotiate a better price from Carpet Craft, as she is friendly with the owner. The Board accepted her offer.* ●
2. Air Cushion System – This item was addressed in the Director’s report.

➤ **Item VII : New Business** The following items were discussed and (if necessary) voted upon–

1. Smoke Free Policy – the Attorney advised that the policy was not amended correctly. Trustee Vegh asked the Attorney to rewrite the policy and send it to the Administrative Assistant; all were in favor. The item was tabled until the November meeting.
2. Contract Negotiations - the Director advised the Board, that contract negotiations were approaching and that the employees were holding their first meeting for such on November 8, 2016.

➤ **Item VIII : Good and Welfare** – there were no Good and Welfare items.



**BOARD OF TRUSTEES
MINUTES OF BOARD MEETING HELD ON OCTOBER 26, 2016**

- **Item IX : CSEA** – there were no CSEA items.
- **Item X : Personnel** – There were no Personnel items
- **Item XI : Date and Time of Next Meeting** Wednesday November 16th, 2016 @ 7:00 p.m. – Public Session; Executive Session @ 6:30 p.m. Motion to accept by Trustee Parr, seconded by Trustee Arnone, and unanimously approved.
- **Item XII : Adjournment** – Motion to adjourn at 7:50 p.m. by Trustee Arnone, seconded by Trustee Parr, and unanimously approved.