

**The Livingston Public Library
Minutes - Trustees Meeting
Tuesday, September 12, 2017**

The regular meeting of the Board of Trustees was called to order at 7:40 p.m. by Co-President Larry Bergmann. Those in attendance were Trustees Iris Leopold, Charles Tahaney, Cynthia Waller Vallario, Mayor Shawn Klein, Library Director Amy Babcock Landry, and Assistant Director Amy Hyfler. Peggy Slatkin attended via speakerphone for the latter portion of the meeting.

Geraldine DiPopolo served as recorder.

Absent: Barbara Bye, Nora Lichtenstein, Peggy Slatkin

VOTE

A motion to approve the minutes of the July 11, 2017 meeting was made by Iris Leopold; seconded by Cynthia Waller Vallario and duly passed.

Abstained: Larry Bergmann

Director's Report: (attached)

There was a huge turnout with approximately 1300 people at the Library for the Eclipse. The event was organized and well done.

Assistant Director's Report & Department Reports & ESL Report (attached)

The security cameras will be assessed this week. Amy Babcock Landry explained what the term *tutors on leave* means for the ESL program.

Trustees: Co-Presidents Peggy Slatkin and Larry Bergmann:

Larry Bergmann attended the BCCLS meeting. He talked about advocacy for the bond issue. Trustees are permitted to inform people that ask questions, but cannot advocate for the bond. If a trustee identifies his or her self as a private citizen it is permissible to share an opinion.

The executive director of BCCLS resigned effective October 30. There is a search committee consisting of the director and past presidents of the executive board. The search is expected to last 6 to 9 months. An interim executive director will be put in place in the meantime.

BCCLS has proposed a change to the billing system. The new system aims to make the billing process more transparent and equitable.

Cynthia Waller Vallario and Peggy Slatkin attended the NJ State Library Trustees Association conference. Topics discussed included the construction bond ballot issue and lack of library media specialists in some public school. Maureen Donahue, of Piscataway,

spoke at length on the importance of the school library Media Specialist. Cynthia Waller Vallario suggested she communicate with Assemblywoman Mila Jasey who heads the education committee.

The Livingston Library will be hosting a BCCLS sponsored trustee workshop on advocacy on Wednesday, October 18th.

Committee Reports

Finance/Budget Committee Chair: Barbara Bye: Amy Babcock Landry reported that the audit is in progress and going well.

Personnel Committee Chair Iris Leopold: There was no report.

Policy Committee Chair Cynthia Waller Vallario: The documents were included in the packets. The committee addressed the Program Use Policy and its use for candidates campaigning for public office. The Library Attorney was consulted due to concerns of first amendment rights. The phrase "minimum one hour" will be removed from the fee structure section of the policy. There will be a formal vote at the October 10th Trustee meeting.

Friends of the Library Report: Barbara Bye: There was no report.

Building and Grounds Chair Charles Tahaney: Bids for the partial roof replacement are being accepted at the Town Hall on Wednesday. M & N Construction has been awarded the bid for the front step repair and railings. There is a pre-construction meeting scheduled on Friday, September 15th. Mayor Klein suggested asking the contractor what the possible savings would be to eliminate the front steps that are in disrepair. Charles Tahaney added that there could be legal issues in changing a bid after it has been accepted. It was also brought up that removing the steps would not be aesthetically pleasing. Also mentioned was in the event of an evacuation it could become a safety issue. A lengthy discussion ensued.

Capital projects have been submitted to the Town Council.

DPW has the paint for the direction arrows in the parking lot.

Charles Tahaney added that the Question and Answer pamphlet is extremely informative and he encouraged all Trustees to read it.

Iris addressed the ongoing issue of the inadequate parking. This is an ongoing issue that has been cited in the facilities assessment. Mayor Klein said the township is also addressing ways to increase parking town wide.

Mayor's Report: Mayor Klein reported that the 9/11 Ceremony was very nice. The third round in search of a new town manager is in process. Mayor Klein spoke about the short stay of the previous town manager. The town branding is almost ready to roll out.

Board of Education Report: Nora Lichtenstein: There was no report.

Comments/Questions from the audience pertaining to the agenda: There was no one in attendance from the public.

New Business

1. Bylaws: The official meeting start time for Trustee meetings has been changed to 7:30 p.m.
There was a discussion regarding an amendment that would allow voting on an item the same night is presented at a meeting. One of the concerns voiced was the issue of absent trustees who may not be in favor of the item up for a vote. Charles Tahaney stated he would be comfortable with this amendment only if all Trustees are present at the meeting.
2. Circulation Policy: There was no vote. The Board authorized Amy Babcock Landry to implement the circulating laptop plan in accordance with the process reviewed by the policy committee.
3. Close for Staff development/Township Picnic on September 22: The Library will close on September 22nd.

VOTE

A motion to pay the bills was made by Peggy Slatkin and seconded by Larry Bergmann and duly passed.

Financial Reports

The financial reports were included in the packet.

Adjournment

The meeting was adjourned at 9:00 p.m.

Next Board of Trustees Meeting: Tuesday, October 10, 2017

Respectfully submitted,

Geraldine Di Popolo

_____, Co-President