

Union Township Public Library
Board of Trustees Meeting
Minutes of regular meeting of April 23, 2019

Call to Order-meeting was called to order by Steven Le at 6:31 pm.

Announcement of compliance with the Open Public Meetings Law

Roll Call: Jeannette Cantalupo, Jackie Carter, Steven Le, Mary Lewis, Sally Straus, Karen O'Malley, Gianna Bove

Excused: Doris D'Elia, Laura Muller, Nancy Minneci, George Wheatle Williams

Approval of Minutes of the March 26 Regular Board Meeting-motion to approve made by Jackie Carter and seconded by Mary Lewis. All present approved with one Abstention-Jeannette Cantalupo.

Correspondence

- Budget Letter from Township
- Memo from Attorney
- Final contribution from Estate of Rosemary O'Halloran

Mrs. Cantalupo responded that when we make a purchase with these funds that a plaque be put on the items in her memory. Ms. Straus said we need to let the family know also. All members agreed.

Financial Reports- Mr. Le reviewed the reports and states they are in order, asks for a motion. Jackie Carter makes motion to approve financials and it is seconded by Jeannette Cantalupo. All present in favor. Motion passed.

Director's Report-Ms. O'Malley handed out the program brochures and proceeded to read her report.

Reports of Committees and Board Members

The only report was from Sally Straus who reminded the Board about two Gallery events:

1. A closing reception on April 27 from 12-2 with many guests scheduled to attend such as our Senator Cyran, the Mayor and members of the Township Committee and TV34.

2. An opening reception on May 4th from 12-2 for Union's Young Artists-again this is very well-attended and Sally Straus urges everyone to attend.

Old Business

- Update on renovations-the Director met with the Architects earlier in the day. Through much discussion, they will go back to the design and make some adjustments. They will use the Building Program from the consultant and draw in the "micro" that is necessary to show all will fit. In addition, they will look at the possibility of moving the front of the building to where to side is near parking. Communication is open and moving in the right direction.
- Resolution 2019-4 Approval for Trash Removal-Update-Ms. O'Malley reviewed the proposals with the Board again, this time with written detail in the quotes before proceeding. No change in original decision.

New Business- A motion to move into Executive Session was made by Jeannette Cantalupo and seconded by Jackie Carter, all present Approved-Board moved to Executive Session at 6:53pm to discuss personnel matters.

Motion to rise from ES made by Jeanette Cantalupo and seconded by Jackie Carter. The Board rose from ES at 7:21 pm.

- Personnel Actions-motion to approve the 3 actions was made by Jeannette Cantalupo and Jackie Carter-all present in favor.
 1. Approve increase of hours for two part-time positions for Circulation Dept. to 24 hrs. and more as needed.
 2. Approve 1 new part-time YA position
 3. Promotions for 3 staff members with 3% increase:
 - KJ to Lib 3, DT to Lib 2, JH to Lib 2
- 2019 Budget Approval-Final-Motion to approve final budget made by Jeannette Cantalupo and seconded by Mary Lewis. All present in favor-final 2019 budget approved.
- Motion to approve Professional Development expense and release time for Karen O'Malley to go to ALA Conference made by Jackie Carter and seconded by Jeannette Cantalupo. All present in favor.

Comments from the Public - none

Confirm next meeting date: May 28, 2019

Motion to adjourn made by Jackie Carter and seconded by Jeannette Cantalupo, all present in favor. Meeting concludes at 7:30pm.