

Minutes of the Long Hill Township Public Library
Board of Trustees Meeting
April 22, 2009

The Regular Meeting of the Board of Trustees of the Long Hill Township Public Library was called to order at 7:34 PM on April 22, 2009 by President Clemson. Ms. Clemson read the Sunshine Law statements.

The following members were present:

Ingrid Casella
Phyllis Clemson
Diane Dellureficio
Michael Fragnito (Mayor's Representative)
Kathy Larkin
Stephen Napholtz
Ann Oster
Angela Petrilli (Superintendent of Schools' Representative)
Dennis Sandow

The Secretary introduced the **minutes** of the March 18, 2009 meeting. Members proposed two minor corrections which were accepted. Ms. Larkin moved to accept the March 18, 2009 minutes as corrected. Seconded by Mr. Sandow. The minutes were approved.

The Director presented the **Director's April Report** (attached). There was incidental discussion.

- Director Martin announced that she has resigned as Chair of the NJ Library Association Small Libraries Roundtable.

Mr. Sandow moved to receive the Director's Report. Seconded by Mr. Napholtz. The vote was unanimous.

Ms. Clemson then gave the **President's Report**.

- No report from The Friends of the Library.

Committee Reports

By-Laws Revision - Has started.

Director's Evaluation - Making progress.

Finance

- The CDs at Investors Savings and Millington Savings Bank were rolled over at the best terms available, which were somewhat different from the approval in March. The Investors CD was renewed for a term of 7 months, to take advantage of a better rate. Mrs. Clemson discussed the various terms available for our 12 month CD at Millington Savings Bank and reported that Mr. Jolliffe, the bank President, stated he would waive the early withdrawal fee if we had need of the

money before maturity. A motion to confirm these expiration terms and to renew the Millington CD for a term of 18 months was made by Ms. Larkin. Seconded by Ms. Clemson. Approved unanimously.

- The auditor will arrive late next week. Exact schedule to be broadcast to Trustees by email, in case any want to meet with the auditor.

Old Business

- Ms. Larkin introduced the corrected report of disbursements deferred from the March meeting, with the missing payroll expenditures included. There was no discussion. Moved to accept by Mr. Napholtz. Seconded by Ms. Larkin. Approved unanimously.
- NJ Library Association Conference and NJ Library Trustees Association Annual Meeting is April 28 in Long Branch. Mr. Sandow will attend. The NJLTA meeting agenda includes the election of Mr. Sandow to the Executive Board of NJLTA.
- The New Jersey State Library's Trustee Institute is May 9 in Princeton. Ms. Casella and Mr. Sandow will attend.
- M.A.I.N. Agreement. The discussion from the February meeting was continued. Some suggestions were made for amending the proposed letter. Mr. Sandow moved that the Long Hill Library continue to not sign the Agreement, that a letter be sent to M.A.I.N stating our concerns, and we will wait for their response. Seconded by Mr. Fragnito. Ayes: Casella, Fragnito, Larkin, Napholtz, Oster, Petrilli, Sandow. Nays: Clemson, Dellureficio.
- Mr. Sandow distributed copies of correspondence from the Township Attorney clarifying why the Trustees must sign Financial Disclosure forms. The correspondence cites a court ruling that, although Trustees are not "elected officials", they are "managerial executives" and thus fall under the provisions of the law. A copy of that correspondence is attached to these minutes. All Trustees have complied and submitted their forms.
- Mr. Fragnito reported that he has contacted the Mayor concerning Community Day, and will soon contact the Township's Community Day Committee Chair.

New Business

Director Martin requested authority to close the Library early for Staff Training on either Tuesday, June 16 or Thursday, June 18. The date will be determined after polling the staff to maximize attendance. All staff will be scheduled and paid. Moved by Mr. Napholz. Seconded by Ms. Casella. Approved unanimously.

Treasurers Report

The Treasurer introduced the Bill List, YTD Disbursements report, Librarian's Discretionary & Petty Cash, and the YTD Receipts report. These were discussed and approved in a single motion by Mr. Napholz, seconded by Ms. Casella, and approved unanimously.

There were no members of the public present, so the **public comments** portion of the meeting was omitted.

The regular meeting adjourned at 9:24 PM.

Dennis Sandow
Secretary