

Minutes of the Montvale Public Library
Board of Trustees Meeting
held in the Library on Thursday, August 27, 2020

I. Roll call

Meeting called to order at 7:38pm

In Attendance

Giulia Bombace

Tom Bonnell

Tammy King

Nancy Racich

Vicki Slockbower

Geralyn Westervelt

Ms. Racich stated that the requirements of the Open Public Meetings Act have been satisfied.

II. Minutes

The Minutes of the July 23, 2020 Board of Trustees meeting were approved.

Bonnell, 1st

Racich, 2nd

Unanimously carried

III. Director's Report

Administration:

Library Hold Harmless Agreement updated to include information on virtual programs.

Ms. Bombace will conduct a poll from patrons on having movie nights using the municipal facility, which provides larger space to accommodate social distance guidelines.

Boro Communication:

The Library received building occupancy capacity confirmation from the Fire Department.

Technology:

New portable WiFi hotspots purchased.

IV. Bills

Be it resolved by the Board of Trustees of the Montvale Free Public Library that the attached July 2020 bill list be approved, totaling \$19,677.65

Racich, 1st

Slockbower, 2nd

Unanimously carried

Financial Report - July 2020

NJ Cash Management Fund	\$ 57,640.73
Reserves	\$ 17,804.12
Chase Checking	\$ 55,615.42
Chase Savings	<u>\$ 36,856.49</u>
Closing Balance	\$167,916.76
Encumbered- All sources	\$23,880.42
Unencumbered funds	\$133,921.00

V. Unfinished Business

Mayor's Representative:

Ms. Racich will reach out to the mayor of Montvale to confirm the Mayor's representative position vacancy decision.

Interim Library Director Position:

CLOSED SESSION, N.J.S.A. 10:4-12(b)

At 8:22 pm, Ms. Slockbower made a motion, seconded by Ms. Racich, to enter Closed Session to discuss Library Personnel.

OPEN SESSION resumed at 8:30 pm.

Be it resolved by the Board of Trustees of the Montvale Free Public Library that the interim Library Director position, which is currently held by Ms Giulia Bombace, expires on December 31, 2020. An interim director evaluation will take place in November, 2020. The Library Director position vacancy will be advertised per requirements.

Slockbower, 1st

King, 2nd

Unanimously carried

Public Computer Uses:

Be it resolved by the Board of Trustees of the Montvale Free Public Library that the public computer uses will resume after Labor Day (September 7, 2020), with the following precautions: disposable covers to be placed on mice and keyboards between sessions; the number of available public computers to be reduced to 2 per area (Adult and Children's). Copy machine availability will also resume with a limited number of copies restriction.

Racich, 1st

Slockbower, 2nd

Unanimously carried

VI. New Business

Library Trustee Education Requirements:

The board will participate in a virtual training program offered by NJLA Trustee Institute, taking place on October 17, 2020.

Ms. Bombace will also offer library patrons apps (Hoopla, Libby, etc) walk-through at the next board meeting to fill in additional required training hours.

OverDrive Advantage:

Be it resolved by the Board of Trustees of the Montvale Free Public Library that the Montvale Library will sign up for OverDrive Advantage, for \$250 per fiscal year.

Slockbower, 1st

King, 2nd

Unanimously carried

VII. Adjournment, 8:44 pm.

Bonnell, 1st

Slockbower, 2nd

Unanimously carried

Respectfully Submitted,

Joanne Prieto